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*Earl Phillips*

# 1973-74 GENERAL CATALOG

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C

NORTH GEORGIA COLLEGE ★

COEDUCATIONAL - MILITARY

BACHELOR OF ★ ★ ★ ★ ★ BUSINESS ADMINISTRATION = ACCOUNTING

MANAGEMENT SECRETARIAL

SCIENCE BACHELOR OF ARTS

& SCIENCE ★ ★ <sup>BSW</sup> SOCIAL WORK

MAJOR FIELDS OF STUDY IN BIOLOGY CHEMISTRY

EDUCATION = SECONDARY EARLY CHILDHOOD JUNIOR HIGH GENERAL SCIENCE

ENGLISH ★ ★ ★ ★ ★ FINE ARTS =

PART EDUCATION ★ MUSIC ★ CRAFTS DESIGN ★ DRAMA ★ MATHEMATICS

MODERN LANGUAGE FRENCH ★ GERMAN SPANISH

★ ★ HEALTH - PHYSICAL EDUC

& RECREATION ★ ★ ★ ★ PHYSICS

PSYCHOLOGY ★ ★ ★ ★ ★ PROGRAMS IN THE SOCIAL SCIENCES

ANTHROPOLOGY ★ CRIMINAL

JUSTICE HISTORY SOCIOLOGY

PROFESSIONAL PROGRAMS IN MEDICINE DENTISTRY

MEDICAL TECH NURSING LAW

# CORRESPONDENCE DIRECTORY

*TO THE OFFICE OF THE PRESIDENT* on matters of general policy.

*TO THE OFFICE OF THE DEAN* concerning scholastic progress, the various educational programs, change of course, etc.

*TO THE DEAN OF STUDENTS* on all matters pertaining to the overall general welfare of students.

*TO THE DEAN OF WOMEN* on all matters pertaining specifically to women students.

*TO THE COMMANDANT AND PROFESSOR OF MILITARY SCIENCE* on questions about military programs, ROTC matters, Corps Regulations, leaves of absence, and Cadet unit and dormitory assignments.

*TO THE DIRECTOR OF ADMISSIONS* for questions about admission and requests for catalogs, application blanks, and other information.

*TO THE COMPTROLLER* on matters related to the business interests of the College, payment of fees, etc.

*TO THE DIRECTOR OF STUDENT AID* on matters pertaining to loans, scholarships, on-campus work, etc.

## How to Contact a Cadet or Coed by Telephone

A cadet may normally be reached at his residence hall by telephone (see telephone numbers below). A cadet may also be reached through the Assistant Commandant's Office, which has someone on duty twenty-four hours a day while the college is in session.

A coed may be reached at her residence hall telephone or through the Office of the Dean of Women.

### COMMANDANT'S OFFICE, 864-3392

Gaillard Hall.....	First Floor.....	864-9981, Company A
Gaillard Hall.....	First Floor.....	864-9906, Company A
Gaillard Hall.....	Second Floor.....	864-9936, Company B
Gaillard Hall.....	Third Floor.....	864-9997, Band Company
Gaillard Hall.....	Third Floor.....	864-9973, Band Company
Sirmons Hall.....	First Floor.....	864-9908, Company E
Sirmons Hall.....	Second Floor.....	864-9993, Company F
Sirmons Hall.....	Third Floor.....	864-9942, Company G

### DEAN OF WOMEN'S OFFICE, 864-3391, EXT. 59 WOMEN'S RESIDENCE HALLS

Barnes Hall .....	864-9903
Barnes Hall .....	864-9931
Lewis Hall.....	864-9905
Lewis Hall.....	864-9907
Lewis Hall.....	864-9958
Lewis Hall Annex.....	864-9910
Lewis Hall Annex.....	864-9952
Sanford Hall.....	864-9904
Sanford Hall.....	864-9911

# HOW TO USE THIS BOOK

## QUICK REFERENCE EDGE INDEX

Bend pages down  
and turn to black tab  
opposite index

*COLLEGE CALENDAR*

*INTRODUCTION*

*GENERAL INFORMATION*

*ACADEMIC REGULATIONS*

*COURSES OF STUDY*

*INDEX*



This Bulletin is your guide to North Georgia College. Pages 1 through 63 contain general information applicable to all students. The remainder of the book contains information about particular areas of study.

For clarification of/or additional information about any part of this book, please contact the Director of Admissions, North Georgia College, Dahlonega, Georgia, 30533 or 404-864-3391.

## **Ninety-Ninth Bulletin Issue**

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**★ ★ HEALTH - PHYSICAL EDUCATION**

**RECREATION ★ ★ ★ ★ PHYSICS**

**PSYCHOLOGY ★ ★ ★ ★ ★ <sup>PROGRAMS IN THE SOCIAL SCIENCES</sup>**

**ANTHROPOLOGY ★ CRIMINAL**

**JUSTICE HISTORY SOCIOLOGY**

**PROFESSIONAL PROGRAMS IN MEDICINE DENTISTRY**

**MEDICAL TECH NURSING LAW**

# 1973

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# CALENDAR 1973-74

## FALL QUARTER, 1973

September 12.....	Faculty Meeting
September 16.....	Freshmen Report
September 17-18.....	Final Freshman Orientation
September 19.....	Registration
September 20.....	Classwork Begins
September 27.....	Final Day for Changing Schedules
October 22.....	Mid-Term Grade Reports Due
October 23.....	Faculty Meeting
November 21 (Noon) .....	Thanksgiving Recess
December 3-6.....	Final Examinations
December 7.....	Final Grade Reports Due

## WINTER QUARTER, 1974

January 3.....	Registration
January 4.....	Classwork Begins
January 11.....	Final Day for Changing Schedules
February 4.....	Mid-Term Grade Reports Due
February 5.....	Faculty Meeting
March 14-16.....	Final Examinations
March 18.....	Final Grade Reports Due

## SPRING QUARTER, 1974

March 26.....	Registration
March 27.....	Classwork Begins
April 3.....	Final Day for Changing Schedules
April 29.....	Mid-Term Grade Reports Due
April 30.....	Faculty Meeting
May 4-5.....	Parents-Alumni Weekend (Spring)
June 2.....	Commencement and Commissioning
June 3-6.....	Final Examinations
June 7.....	Final Grade Reports Due

## SUMMER QUARTER, 1974

June 16.....	Freshmen Report
June 17-18.....	Freshman Orientation
June 19.....	Registration
June 20.....	Classwork Begins
June 27.....	Final Day for Changing Schedules
August 15, 16, 17.....	Independence Day Recess
August 19.....	Final Grade Reports Due





# NORTH GEORGIA COLLEGE

ESTABLISHED 1873

A TAX SUPPORTED SENIOR UNIT OF THE UNIVERSITY SYSTEM



LIBERAL ARTS  
PRE PROFESSIONAL CURRICULA

## INTRODUCTION

**EDUCATION** = SECONDARY EARLY CHILDHOOD  
JUNIOR HIGH GENERAL SCIENCE

**ENGLISH** ★ ★ ★ ★ ★ ★ ★ ★ **FINE ARTS** =

**EDUCATION** ★ **MUSIC**  
**ARTS DESIGN** ★ **DRAMA** ★ **MATHEMATICS**

**MODERN LANGUAGE** FRENCH ★ GER  
MAN SPANISH

★ **HEALTH - PHYSICAL EDUC**

**RECREATION** ★ ★ ★ ★ **PHYSICS**

**PSYCHOLOGY** ★ ★ ★ ★ ★ ★ ★ ★ **PROGRAMS IN**  
**THE SOCIAL SCIENCES**

**ANTHROPOLOGY** ★ **CRIMINAL**

**JUSTICE HISTORY SOCIOLOGY**

**PROFESSIONAL**  
**PROGRAMS IN** **MEDICINE DENTISTRY**

**MEDICAL TECH NURSING LAW**

# INTRODUCTION TO NORTH GEORGIA COLLEGE

North Georgia College was founded in 1873 as a liberal arts college for men and women. It is a state supported senior unit of the University System of Georgia under the direction of the State Board of Regents. It is located in Dahlonega, Georgia, on the site of the original U.S. Government Gold Mint. Dahlonega, a town of about 3,000 people, is located in the foothills of the beautiful Blue Ridge Mountains — 70 miles and 1½ hours north of Atlanta via U.S. 19, or I-85 and Georgia 60 through Gainesville.

The student enrollment at North Georgia College is approximately 1,400; placing it in the medium size range with 80% of the students living in dormitories. The college is small enough for the individual to stand apart and be identified by the faculty and other students, yet with enough size to make varied and diversified programs possible. Being a state school, the majority of the students have graduated from Georgia high schools, but graduates from many differing high schools from across the nation and around the world are also enrolled.

## CO-EDUCATIONAL NATURE

From its founding North Georgia College has been co-educational. The majority of the women students are not involved in the military program, but they constitute approximately one half of the total student enrollment. Women students may participate in the ROTC program. All male students living on campus must participate.

## PURPOSE

The principal purpose of the North Georgia College is to provide an appropriate liberal arts and scientific educational program for all its students, while developing in its students, through a sound military program, the competencies needed for successful military careers. It further recognizes that the vocational and professional needs of its students are best served on the senior college level through specialized programs of study built around a well developed, general education program.

## UNIVERSITY SYSTEM OF GEORGIA

All state-supported institutions of higher learning in Georgia were combined into the greater University System of Georgia by legislative enactment at the regular session of the General Assembly in 1931. Under the articles of the Act, all existent boards of trustees were abolished and control of the System was vested in a board of regents with all the powers and rights of the former governing boards of the several institutions. Control of the System by the Board of Regents became effective January 1, 1932.

On January 18, 1950, the Board of Regents reaffirmed the position of North Georgia College as a senior unit of the University System by passing a resolution which reads in part as follows: *"The North Georgia College at Dahlonega shall be continued as a college of arts and sciences at the bachelor's level and as the one institution in the Georgia System distinguished by its essentially military organization for men."*

### ACCREDITATION

North Georgia College, as a senior member of the University System of Georgia, is a fully accredited member of the Association of American Colleges, the Association of Military Colleges and Schools, the Southern Association of Colleges, and the Association of Georgia Colleges. Its work in the field of education is recognized and accredited by the Georgia State Department of Education. The quality of the training offered in all departments has long enjoyed national recognition. A significant number of its graduates attend graduate and professional schools; and just as significantly, perhaps, is the fact that many of its military graduates, as they move into active service, go to military graduate school.





# GENERAL INFORMATION

**EDUCATION** = SECONDARY EARLY CHILDHOOD  
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**PROFESSIONAL** **PROGRAMS IN** **MEDICINE DENTISTRY**

**MEDICAL TECH NURSING LAW**

# ACADEMIC PROGRAMS

North Georgia College offers a varied program of studies leading to the A.B., B.S., B.B.A., or B.S.W. (Social Work) Degree. Prior to specializing for the Degree, North Georgia provides a two-year basic curriculum in general education. This program includes mathematics, education, English, history, social sciences, modern languages, sciences, and physical education.

## **BACHELOR OF ARTS (B.A.)**

The Bachelor of Arts Degree is offered in English, French, History, Mathematics, Political Science, Psychology, Sociology, and Pre-professional in Social Work.

## **BACHELOR OF SCIENCE (B.S.)**

The Bachelor of Science Degree is offered in Biology, Chemistry, Criminal Justice, Education (Early Childhood, Elementary and Junior High), Home Economics, Mathematics, Physical Education, Physics, Political Science, Psychology, Recreation and Sociology.

## **BACHELOR OF BUSINESS ADMINISTRATION (B.B.A.)**

The Bachelor of Business Administration Degree is offered in Accounting, Economics, Management, and Secretarial Studies.

## **BACHELOR OF SOCIAL WORK (B.S.W.)**

The Bachelor of Social Work Degree is offered with fields of concentration in General Social Work and Gerontology. The college also offers in-service training for people employed in social agencies.

## **ASSOCIATE IN SCIENCE DEGREE**

North Georgia College offers a variety of special programs leading to the Associate in Science Degree for those students who do not wish to pursue a Bachelor's Degree.

Those programs marked with an asterisk (\*) are taught through a cooperative arrangement with the Pickens Area Vocational-Technical School, Jasper, Georgia. In this cooperative program, students take basic education courses offered by the North Georgia faculty while pursuing technical-vocational training at the Pickens Area Vocational-Technical

School. Those who complete dual programs receive the Associate of Science Degree. The basic education courses will normally be conducted on the campus of the Pickens Area Vocational-Technical School. The programs in secretarial science, accounting, and data processing will be supervised by the North Georgia College Department of Business Administration, and the programs in electronic technology, drafting, and design technology will be supervised by the Department of Physics.

Accounting\*

Drafting\*

Criminal Justice

Electronic Technology\*

Data Processing\*

Secretarial Science\*

Design Technology\*

The Associate Degree in Secretarial Science is offered both as a part of the cooperative program with the Pickens Area Vocational-Technical School and the regular offerings of the Department of Business Administration. Additionally, the college also offers a one year program in Secretarial Science.

Should an individual decide to pursue further studies, credit earned in these programs may be applied toward a baccalaureate degree in the appropriate fields. Students are referred to the respective supervisory departments for more information.

## **TEACHER CERTIFICATION**

Teacher certification at the Secondary level is offered in Biology, Business Education, Chemistry, English, French, History, Mathematics, Physical Education, Physics, Political Science, Psychology, and Sociology.

## **DUAL DEGREE PROGRAM WITH GEORGIA TECH**

North Georgia College in cooperation with the Georgia Institute of Technology offers programs leading to the Engineering Degree at Georgia Tech. The program offers students the opportunity to attend North Georgia College for approximately three years before embarking on professional academic work at Georgia Tech for an additional two years. At the end of this sequence, the student will receive the Bachelor's Degree in Chemistry or Physics from North Georgia College and an appropriate degree in Engineering from Georgia Tech.

## **PRE-PROFESSIONAL STUDY**

In addition to Bachelor Degree Programs, the college offers pre-professional study in the following areas: Pre-law; Pre-medical Technology

and a variety of two-year pre-professional programs in areas of Allied Health (see Page ).

## **CONTINUING EDUCATION — PUBLIC SERVICE**

Accepting a statewide commitment of the University System, North Georgia College initiated its public service-continuing education program in 1971. The college campus is available to various non-college related groups for meetings and activities during the year, and the college itself sponsors other programs for special groups or the public-at-large.

A non-credit short course program is offered quarterly, and the number and nature of courses are based on student demand. Students who satisfactorily complete a short course are credited with Continuing Education Units (CEU's), the measure of participation. A record of this participation is kept in the Registrar's Office. Generally, the courses meet in the evening.

In its beginning, the program has shown diversity in subject matter. It includes subjects with vocational and avocational application. The program concentrates on courses of practical, personal benefit to the student and leisure time interests.

The purpose of these activities is to allow full accessibility to North Georgia College by the general public. Like other institutions of higher education, the college is finding and attracting a new clientele. Its general public service goal is to serve more people in more ways.

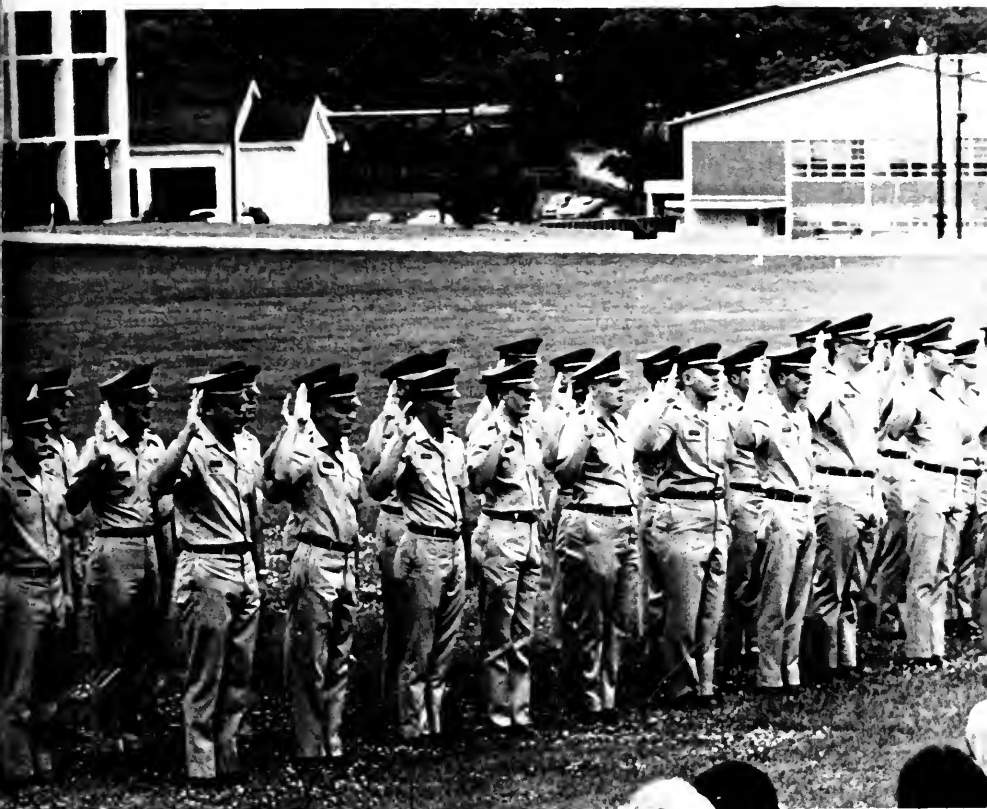
## **ACADEMIC YEAR**

North Georgia College operates on a four-quarter system (Fall, Winter, Spring, and Summer). The summer quarter differs from the others only in the nature of the work offered, taking into account the needs of teachers in service and others who need specialized work. Freshmen may enter any quarter. Almost all required freshman and sophomore subjects are offered every quarter.





# THE MILITARY PROGRAM



## HISTORY

From the time of its founding in 1873, North Georgia College has been a military institution dedicated to these propositions:

- a. The freedom and security which each of us as citizens of the United States enjoys can continue only so long as our country remains secure and prosperous.
- b. With the rights and privileges of citizenship, each individual assumes certain responsibilities, and among these is an obligation to be prepared to serve in the defense of the United States if needed.

- c. Our national security requires the support of a dedicated military establishment, which, in turn, requires a continuing source of officers who have the intellectual, moral and physical attributes to perform effectively in a wide variety of leadership, management and administrative positions.
- d. Military instruction and training, through emphasis on cooperation, responsiveness, loyalty, appearance, self-confidence, and personal responsibility, also provide valuable preparation for the successful pursuit of all careers in civilian life.

On January 18, 1950, the Board of Regents reaffirmed the position of North Georgia College as a senior unit of the University System and its continued status as a military institution.

The record of North Georgia College as a military institution has been distinguished through the years. Graduates of the college enjoy a prestige reputation established by alumni, in civilian life and the military service, for outstanding contributions in times of peace as well as during times of conflict.

## **CURRENT STATUS**

North Georgia College is one of only four senior colleges in the United States classified as a Military College (MC) by Department of the Army. In accordance with the criteria for Military Colleges, North Georgia College requires that:

- a. All male resident students become members of the Corps of Cadets, a military type organization with a proud history.
- b. All members of the Corps wear the distinctive uniform and participate in the military program provided at the college.
- c. Members of the Corps abide by regulations, similar to those maintained by the service academies, which establish high standards for personal conduct and appearance, protect the rights of each cadet, and engender a strong sense of personal responsibility.

## **WOMEN IN ROTC**

Women students may participate in the ROTC program and may advance to a commission in Regular Army or US Army Reserve. Those women selected to participate will not be required to become members of the Corps.

## **MILITARY INSTRUCTION**

Formal military instruction is conducted by the Department of Military Science. This department is staffed with well qualified personnel by Department of the Army to conduct military science instruction in the classroom and during leadership laboratory periods. Detailed information on military science courses is provided on page 146 in the section devoted to course offerings, by academic departments. All men and women cadets must complete twelve courses in Military Science unless exempted for cause upon recommendation by the Professor of Military Science and approval by the Dean of the College.

## **OPPORTUNITY FOR COMMISSION AS AN ARMY OFFICER**

Every physically qualified student has the opportunity to compete for a commission as an officer in either the Regular Army or the US Army Reserve through the Reserve Officer Training Corps (ROTC) program. Although all male resident students must participate in the military program, including classroom courses in military science for academic credit, earning a commission is both voluntary on the part of the individual and selective by Department of the Army.

Men and women students who desire to earn a commission and who are accepted in the ROTC program are placed on contract with the Army, normally at the beginning of the junior year. In return for agreeing to serve on active duty as an officer for two years if needed, the student on contract receives a non-taxable allowance of \$100.00 per month for up to twenty months while in college. Contract students attend a six-weeks ROTC summer camp between the junior and senior years of college. The student is reimbursed for travel expenses to and from the camp and is paid during the camp period at one-half the current rate of Second Lieutenants in the Army. Contract students also receive a generous allowance to purchase officer uniforms upon being graduated and commissioned.

ROTC contract students may apply to be commissioned in the Regular Army at graduation under two programs. One is the ROTC scholarship program described on page 19. All students on ROTC Scholarship have the opportunity to apply for competitive selection for the Regular Army commission. Secondly, each year Department of the Army authorizes the selection of a number of outstanding senior students to be designated Distinguished Military Students (DMS). Students so chosen must be on contract to earn a commission, be in the upper half of their class aca-

demically, stand in the upper third in military science studies, and demonstrate outstanding potential for service as an officer. Students designated DMS may apply for competitive selection for the Regular Army commission.

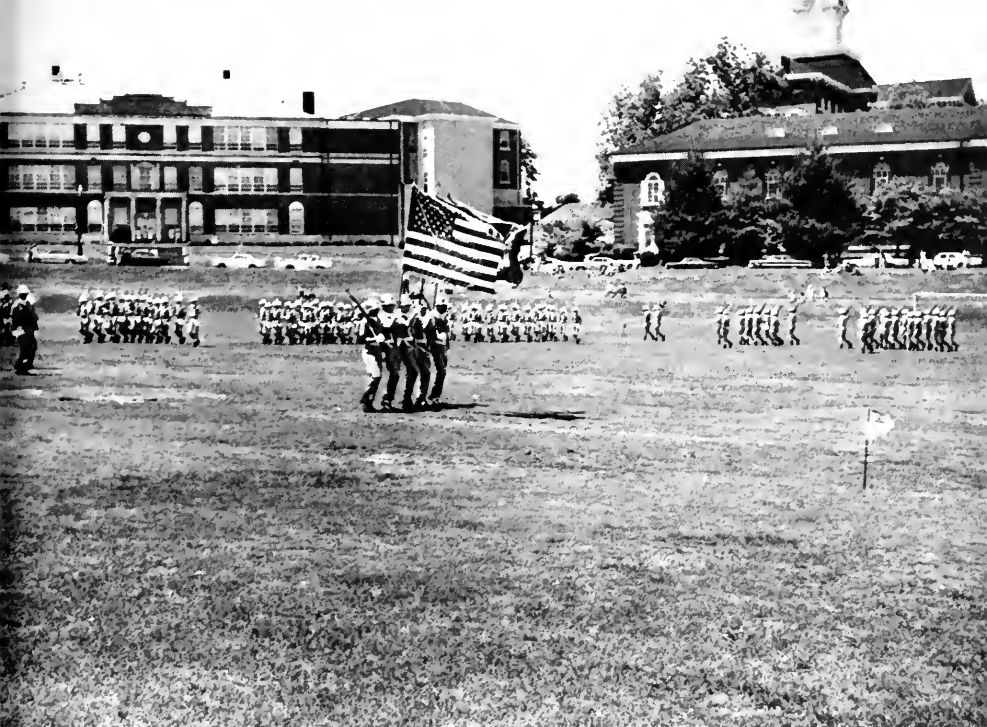
## THE CORPS OF CADETS FOR MEN

North Georgia College, being a military college, requires that all resident male students participate in the Corps of Cadets. In order to facilitate administration and training, the Corps is organized into a brigade of two or more battalions, each consisting of three or more companies. Immediately upon reporting to the college, the new cadet is assigned to a company. This unit quickly becomes the focal point for the new cadet's life on campus. It becomes his "home away from home" and provides an immediate social stability in a new environment. It also provides through upper classmen an opportunity for academic coaching. Additionally, the company provides the structure around which a spirited intramural sports program is developed and implemented. Each company's sports activities are supported by women cheerleaders elected by members of the company. At the end of each academic quarter, the competition between companies in the Corps ends with the designation of Honor Company — that unit receiving the highest combined score in academics, athletics, military training and unit administration.

The "cadet system" of control prevailing within the Corps is a specialized system of student government in which there is extensive, direct, and continuous involvement of the men students in the management of their own affairs. In this system, the conduct of cadets and most of the activities of the organizations within the Corps are the responsibilities of the cadet officers and noncommissioned officers. Thus, for all students seeking responsibilities and involvement, North Georgia College offers outstanding opportunities in both areas.

All cadets may and are encouraged to compete for leadership positions. In selecting individuals for positions of responsibility, consideration is given to demonstrated interest, motivation, military knowledge, academic standing (minimum requirement: C average), leadership potential and individual conduct records. Eligibility for advancement in rank parallels advancement in academic class standings. For example, noncommissioned officers are selected from the sophomore and junior classes, while cadet officers are selected from the senior class.

In the performance of their duties, cadet officers and noncommissioned officers are expected to set the example in appearance, conduct,



and compliance with college approved Corps regulations, and they are expected to enforce these regulations in a fair and impartial manner so as to promote respect, morale and sound discipline. A copy of Corps regulations, known as the Blue Book, is made available to each cadet within the first week after reporting.

Membership in the Corps of Cadets is open to all male students who are admitted to the College except those whose physical condition, as judged by the College Surgeon and the Commandant acting jointly, is determined to be inconsistent with requirements for normal participation in marching formation and living in cadet dormitories without special assistance, equipment or diet.

All cadets, except first quarter freshmen and a few upper classmen having specifically prescribed duties for a particular time, may wear civilian clothes on or off the campus after 5:00 p.m. While wearing civilian clothes, cadets are expected to use good taste and judgment, and they are required to maintain high standards of neat personal appearance. Except when sports would dictate special clothing, proper civilian dress for a cadet includes shoes with socks, trousers, sport shirt or dress shirt, or coat and tie.

## **MILITARY UNIFORMS (MEN)**

The distinguishing mark of a North Georgia College cadet is the college uniform. The use of the uniform produces a decided economy in clothing costs while at North Georgia College since only a minimum amount of civilian attire is needed. The entering cadet is required to bring with him (or purchase at the college bookstore upon arrival) only four items of clothing: a pair of plain toe, black, low quarter shoes; a pair of white tennis shoes; a long sleeve white dress shirt; and a pair of black gloves. All other items of the cadet uniform are issued to the new members of the Corps of Cadets. Except for certain non-reusable items (socks, gym shorts, boots, etc.), uniform items issued remain college property. Any college property item may be replaced by exchange at no cost if the item is outgrown or becomes unusable through fair wear. Replacements for damaged or lost clothing must be purchased.

A uniform deposit of \$100 is required by the college before uniforms are altered and issued. This modest deposit is necessary in order to defray unreasonable costs to the college under certain circumstances. Ultimately, cadets should have all, or most, of the deposit amount refunded. Cadets in the third year of college who execute the ROTC advanced course contract to earn a commission have the deposit returned when the contract is accepted and, in addition, retain all issued items for use after graduating. Juniors and seniors who elect not to earn a commission or who are delayed for various reasons in executing the contract for commission are charged a uniform use fee of \$8.50 per quarter. The free exchange of worn or outgrown items remains in effect. Except as noted above for cadets being commissioned, uniform items are turned in upon departure from the College and the deposit refunded, less any charge for damaged or lost property. In the event a student withdraws during or at the end of his first quarter, he is charged approximately \$30.00 for the non-reusable items issued. After one quarter in college, there is no charge for these non-reusable items.

In summary, by exercising reasonable care, the cadet at North Georgia College can receive full use of quality uniforms and equipment at no cost.

## **ACCEPTANCE OF MALE TRANSFER STUDENTS INTO ROTC**

Juniors transferring from colleges or universities which do not offer an ROTC program will receive credit for freshman (MS I) and sophomore (MS II) military science provided they successfully complete a six-week

military camp conducted by the Department of the Army for this purpose.

Those male students who transfer to North Georgia College with senior class rank without credit in Basic Military Science may be excused from ROTC classroom work.

Freshmen or transfer students who have had two or more years of Junior ROTC in high school may be granted constructive credit for some or all of the freshman and sophomore level military science courses with the approval of the Professor of Military Science.

Prior service military personnel interested in pursuing a commission in the Army may be given constructive credit for freshman and sophomore military science courses by the Professor of Military Science. Students with prior military service may meet the qualifications for commuter status, may be allowed to live off campus, and may be exempt from participation in the military program.

### **ARMY ROTC SCHOLARSHIPS (MEN AND WOMEN)**

Army ROTC Scholarships are available on a competitive basis to men and women students for four, three, two, and one year periods. These scholarships cover all tuition and fees, textbooks, and school supplies. In addition, since scholarship winners are on contract to earn a commission, a monthly subsistence allowance of \$100 is provided to each individual. Three, two, and one year scholarship nominees are selected from among applicants enrolled at North Georgia College by a faculty board. Those students selected are recommended in order of merit to the Department of the Army for final selection. Four year scholarships are nationally competitive and applications by interested individuals must be submitted early in the senior year of high school. Those interested in a four year ROTC scholarship should contact their high school counselor for detailed information on application procedures.

# ADMISSION

A person who wishes to enroll as a student at North Georgia College should file an application form which can be secured from the Director of Admissions. This form should be completed and sent to the College at least twenty (20) days prior to the beginning of the quarter for which the application is made. This application form, along with the medical form and the high school transcript, should be returned to the Director of Admissions. The applicant is also required to complete the Scholastic Aptitude Tests (SAT) given by the College Entrance Examination Board and have his test scores sent to the college. Information regarding this test may be secured from high school counselors, any unit of the University System of Georgia, or from the College Entrance Examination Board, Post Office Box 592, Princeton, New Jersey. The applicant should have his high school counselor supply a transcript of his record. Students transferring from other colleges or universities should arrange with the Registrar to forward transcripts of credit earned.

An application for admission to the college will be considered when all of the information described above has been assembled. Before acceptance, an applicant must have a predicted grade point average which indicates he is capable of carrying out effectively the academic programs of the college. This predicted academic average is based on the applicant's high school record and SAT scores.

In some instances, the applicant may be requested to come to Dahlonega for testing and interviewing by the Admissions Committee. If required, the Director of Admissions will notify the applicant of the time and place of the interview.

The college reserves the right to refuse applicants when it appears that the number of students already accepted will fill the college to its capacity.

## REQUIREMENTS AND CONDITIONS TO BE MET BY APPLICANT

1. The applicant must be at least sixteen years old on or before the registration date. He must be of good moral character.
2. The applicant must show that he meets at least one of the following conditions:
  - (a) That he is a graduate of an accredited high school or a high school that is approved by the college and that he has completed the work specified in Section 3 below.



- (b) That he has passed satisfactory entrance examinations prescribed by the college.
3. A required minimum of sixteen units of high school work must be completed.

The following specific units should be submitted by applicants for a Bachelor's Degree program. Exceptions may be made for the student seeking admission to the one or two year non-baccalaureate programs.

English.....	4
Algebra and/or Geometry .....	2
Social Studies .....	2
Science.....	2
Additional Academic Units.....	4

The College reserves the right to refuse to accept any or all of the credits from any high school or other institution, notwithstanding its accredited status, when it is determined through investigation or otherwise that the quality of instruction at such high school or other institution is for any reason deficient or unsatisfactory.

Students who have been unable to schedule required courses should write to the Director of Admissions for information on ways of making up credit deficiencies.

4. The applicant must be in good physical condition, determined as a result of the physical examination administered by the applicant's family physician. The report of the physical examination is submitted on forms supplied by the Director of Admissions.
5. A \$10.00 application fee is charged students applying to the college for the first time. This fee is not refundable and does not apply toward other college fees. After a student is accepted for admission to the college, he is asked to make a reservation-breakage deposit of \$25.00. No additional deposit is required of students housed in college dormitories. For students entering the college in the Summer or Fall Quarters, the deposit is due by May 1st. If the acceptance occurs after May 1st, the deposit is due at the time of acceptance. If an accepted student decides to cancel his reservation, the deposit is refunded upon request, provided the notification of cancellation is received by the Admissions Office 20 days prior to the date of registration for the

Summer, Winter, or Spring Quarters, or by July 1st for admission at the beginning of the Fall Quarter.

6. Students whose college entrance tests or high school academic record will not allow for regular admission to the College may be specially admitted as Developmental Studies students. These students will undergo a battery of tests and may be placed in non-credit Developmental Studies courses to prepare them for college level work. For further details concerning the Developmental Studies program see Page 203.

When college entrance tests or high school records of regularly admitted students indicate potential academic difficulty, they may be required to undertake a battery of tests upon admission. The results of these tests will be used in advising students, when appropriate, to enroll in non-credit developmental courses to prepare them for regular college level work. The College feels that in this way many students may overcome the difficult transition period into college study without academic failure. **No regularly admitted student, however, will be required to take non-credit developmental courses.**

## RESIDENT REQUIREMENTS

In order to register at North Georgia College as a legal resident of the State of Georgia, a student must meet certain requirements set forth by the Board of Regents of the University System of Georgia.

1. A student who is under 18 years of age at the time he seeks to register or re-register at the beginning of any quarter will be accepted as a resident student only upon proof that his supporting parent or guardian has been legally domiciled in Georgia for a period of at least twelve months immediately preceding the date of registration or re-registration.
2. In the event that a legal resident of Georgia is appointed as guardian of a non-resident minor, such minor will not be permitted to register as a resident student until the expiration of one year from the date of appointment, and then only upon proper proof that such appointment was not made to avoid payment of the non-resident fee.
3. If a student is over 18 years of age, he may register as a resident student only upon showing that he has been domiciled in Georgia for at least twelve months prior to the registration date. Any period of time during which a person is enrolled as a student

in any educational institution in Georgia may not be counted as a part of the twelve months domicile and residence herein required when it appears that the student came into the State and remained in the State for the primary purpose of attending a school.

4. A full-time faculty member of the University System, his or her spouse, and minor children may register on the payment of resident fees, even though such faculty member has not been a resident in Georgia for twelve months.
5. If the parents or legal guardian of a minor changes resident to another state following a period of residence in Georgia, the minor may continue to take courses for a period of twelve consecutive months on the payment of resident fees. After the expiration of the twelve months' period, the student may continue his registration only upon the payment of fees at the non-resident rates.
6. Military personnel and their dependents may become eligible to enroll in institutions of the University System as resident students provided they file with the institution in which they wish to enroll the following:
  - (a) A statement from the appropriate military official showing that the applicant's "home of record" is the State of Georgia; and,
  - (b) Evidence that applicant is registered to vote in Georgia; or,
  - (c) Evidence that applicant, if under 18 years of age, is the child of parents who are registered to vote in Georgia; and,
  - (d) Evidence that applicant, or his supporting parent or guardian, filed a Georgia State income tax return during the preceding year.
7. Foreign students who attend institutions of the University System under sponsorship of civic or religious groups located in this state, may be enrolled upon the payment of resident fees, provided the number of such foreign students in any one institution does not exceed the quota approved by the Board of Regents for that institution.
8. All aliens shall be classified as non-resident students. However, an alien who is living in this country under a visa permitting

- permanent residence or who has filed with the proper federal immigration authorities a Declaration of Intention to become a citizen of the United States shall have the same privilege of qualifying for resident status as a citizen of the United States.
9. Teachers in the public schools of Georgia and their dependents may enroll in University System institutions on the payment of resident fees when it appears that such teachers have resided in Georgia for nine months, that they were engaged in teaching during such nine months' period, and that they have been employed to teach in Georgia during the ensuing school year.
  10. If a woman who is a resident of Georgia and who is a student in an institution of the University System marries a non-resident of the State, she may continue to attend the institution on payment of resident fees provided that her enrollment is continuous.
  11. If a woman who is a non-resident of Georgia marries a man who is a resident of Georgia, she will not be eligible to register as a resident student in a University System institution until she has been domiciled in the State of Georgia for a period of twelve months immediately preceding the date of registration.
  12. Non-resident graduate students who hold assistantships requiring at least one-third time service may register as students in the institution in which they are employed on payment of resident fees.

## TRANSFER STUDENTS

An applicant who has attended other colleges and has maintained an academic average of "C" or better, and who has a clear conduct record may be considered for admittance.

All regulations applicable to students entering college for the first time shall be applicable to students transferring from other colleges, insofar as the regulations are pertinent to the applications of transfer students.

A transferring student should ask the registrars of colleges which he or she has previously attended to send transcripts of college credit to the Director of Admissions, North Georgia College, Dahlonega, Ga. 30533. The applicant's academic qualifications for admission will ordinarily be based on these college transcripts; however, the Director of Admissions may secure high school transcripts to use in the evaluation.

Even though the institution that the student last attended is an accredited institution, the Director of Admissions may reject the application or all or any part of previously earned credits if there is any reason to believe that the quality of the educational programs of the previous institution are considered unsatisfactory.

An applicant will not be considered for admission, unless the transcript shows an honorable discharge from the college last attended or unless the officials of that institution recommend the applicant's admission.

Work undertaken at another institution by a student under academic suspension cannot be transferred to North Georgia College for credit toward a degree.

A student transferring from another college must show that at some time he has taken the College Entrance Board's Scholastic Aptitude Test or that he has taken some other equivalent test approved by North Georgia College. Scores on such tests must be submitted to North Georgia.

Transfer students entering North Georgia College shall be subject to the following policies:

- (a) The amount of academic credit accepted for work done in another institution within a given period of time may not exceed the normal amount of credit that could have been earned at the College during that time.
- (b) The maximum academic credits accepted from a junior college is 95 quarter hours.
- (c) The total number of hours that may be earned toward a degree by either extension or correspondence courses shall not exceed 40 quarter hours.

## **TRANSIENT STUDENTS**

A student who has taken work in a college or university may apply for the privilege of temporary registration in North Georgia College. Such a student will ordinarily be one who expects to return to the college or university in which he was previously enrolled.

The following policies shall govern the admission of students on a transient status:

1. The admissions officer must have evidence that the institution that the student previously attended was an accredited or an approved institution.

2. An applicant will be accepted as a transient student when it appears that the applicant's previous academic work is of a satisfactory quality. The Director of Admissions may require the applicant to submit a transcript of his previous college work.
3. An applicant for admission as a transient student must present a statement from the dean or registrar of the institution that he last attended recommending his admission as a transient student. Students on academic probation or suspension or on disciplinary suspension will not be admitted.

## **SUMMER PROGRAM FOR HIGH SCHOOL SENIORS**

During the Summer Quarter, North Georgia College operates a special program for high school students who have completed eleven grades of high school study with a B or better average. A student entering the program may take any course normally open to a college freshman and full college credit is given for courses successfully completed. This program does not necessarily lead to regular admission to the Fall Quarter. Credit hours earned may be transferable to another institution.

## **AUDITORS**

Regularly enrolled North Georgia College students may register for courses as auditors. No academic credit shall be awarded to students enrolled on this basis. No student may register to audit more than five (5) hours of course work per quarter. Fees assessed for courses audited are the same as fees for courses taken for credit.

## **RE-ENTRANCE OF STUDENTS**

Students who have previously enrolled at North Georgia College but have discontinued their enrollment for any reason must submit an application to re-enter. Such students will not be required to re-submit all records required of new students, but must submit an application and deposit to the Director of Admissions at least twenty days prior to the registration date for the quarter they propose to re-enter. They will be formally notified of readmission.

## **SPECIAL STUDENTS**

Irregular students and special students and all other students of classifications not covered in these policies shall be required to meet all requirements prescribed for admission to undergraduate study and to

meet any additional requirements that may be prescribed by the institution. Special students are not considered to be degree candidates. Special Students are admitted for one quarter only. When the "Special Student" terminates his or her enrollment, it will be necessary for him or her to process withdrawal papers. If the student desires to continue enrollment the Admissions Office must be notified of this intent 20 days prior to the date of registration for the next quarter.

## CREDIT BY EXAMINATION

"Credit By Examination is essentially the awarding of credit for theoretical knowledge gained outside of the traditional classroom situation." (Credit By Examination, Proceedings from Workshops in the West, 1971).

North Georgia College offers Credit By Examination upon approval of the academic department concerned and the Dean of the College when scores on nationally standardized examinations (CLEP, etc.) or other academic experience strongly indicates that the student has acquired the information or skills related to given courses of instruction offered by the college.

Credit awarded by examination can be given only for courses officially approved for academic credit by the college. This credit carries no academic grade and is not computed into the grade point average. In such instances the transcript will be marked "CREDITED BY EXAM".

In no instance will the college award more than 45 hours of Credit By Examination.

Application forms for Credit By Examination are available in the Office of the Dean.



# COLLEGE EXPENSES AND FEES

North Georgia College, as a state-supported institution, furnishes four years of college education at the lowest possible cost.

Following is a complete table of all costs at North Georgia College.

ALL FEES, BOARD, ROOM RENT, AND OTHER CHARGES ARE DUE AND PAYABLE EACH QUARTER AT REGISTRATION AND ARE ALL SUBJECT TO CHANGE AT THE END OF ANY QUARTER.

## SUMMARY OF COSTS — 1973-1974

REGULAR QUARTERLY COSTS		DUE DATES	
Matriculation Fee	\$115.00	Fall Quarter	Spring Quarter
Health Fee	20.00	Costs Due	Costs Due
Activity Fee	16.00	Sept. 19, 1973	March 26, 1974
Board	185.00	—	—
Room	<u>139.00</u>	Winter Quarter	Summer Quarter
		Costs Due	Costs Due
	\$475.00	Jan. 3, 1974	June 12, 1974

*An application fee of \$10.00 is required of all students and must accompany the application for admission.*

*A breakage fee of \$25.00 is required of all students upon acceptance for admission.*

*A uniform deposit of \$100.00 is required of all freshman men prior to any uniform alterations or issue.*

*Checks and money orders should be made payable to North Georgia College.*

## OTHER COSTS AND SPECIAL FEES (Includes Sales Tax)

Gymnasium Uniforms (Freshman Women).....	\$8.25
Swimming Pool Suit (Freshman Women).....	\$5.15
Books and School Supplies, \$35.00 to \$45.00 per quarter average.	
Personal expenses vary widely and obviously depend upon the student.	

SPECIAL CHARGES	AMOUNT	WHEN DUE
Out-of-State Fee	\$180.00	Each Quarter
Diploma Fee	5.00	May 1 of graduation year
Cap and Gown Fee	5.00	May 1 of graduation year
Transcript Fee	1.00	Each copy over one
Late Registration Fee	3.00	First day and \$1 each for the second and third days
Applied Music Fee	10.00	Per credit hour



## EXPLANATORY NOTES

### Note No. 1: Advance Payment Plan

North Georgia College offers its students and parents a special monthly payment plan for college fees, board, and room. This plan has proven to be helpful for many of our parents. But in order to meet the requirement of the Board of Regents that all expenses be pre-paid, our monthly payment plan begins on July 15 for the Fall Quarter. In this way, expenses will be completely pre-paid at the beginning of each scholastic quarter.

	<i>Date</i>	<i>Georgia Resident</i>	<i>Out of State Resident</i>
FALL	July 15	\$ 159.00	\$ 219.00
FALL	August 15	158.00	218.00
FALL	September 15	158.00	218.00
WINTER	October 15	159.00	219.00
WINTER	November 15	158.00	218.00
WINTER	December 15	158.00	218.00
SPRING	January 15	159.00	219.00
SPRING	February 15	158.00	218.00
SPRING	March 15	158.00	218.00
SUMMER	April 15	159.00	219.00
SUMMER	May 15	158.00	218.00
SUMMER	June 12	158.00	218.00

### Note No. 2: Purchase of Supplies

Gymnasium uniforms, books, and supplies must be paid for at the time of issue or at the time of purchase.

### Note No. 3: Books

The estimated cost shown for books is based upon the average experience. Cost of books after the initial purchase may be considerably reduced should the student wish to sell his used texts and purchase similar used books.

### Note No. 4: Payments

Students and parents are expected to take notice of due dates on all payments and pay promptly without further notice or request. Open accounts cannot be carried.

#### Note No. 5: Board/Purchase of Meals

All students living in College dormitories are classified as boarding students and are required to pay the quarterly board fee.

Non-resident students may purchase meals on a quarterly basis.

Board charges cover meals in the College dining halls only, and no meals are furnished during College holidays.

No provisions can be made for special diets.

Guests may be accommodated in the dining halls by reservation at \$1.50 per meal.

#### Note No. 6: Matriculation, Health, and Activity Fees

All students pay the established matriculation and activity fees, and all dormitory students pay the health fee. These fees cover all general fees of the college.

#### Note No. 7: Breakage Deposit

The breakage deposit of \$25.00 is paid after the student's acceptance to North Georgia College and is held throughout the student's enrollment period. For students entering the college in the Summer or Fall Quarter, this deposit is due by May 1. If a student is accepted for admission after May 1, the deposit is due at the time of acceptance.

Should attendance become impossible, the breakage deposit will be refunded to entering and returning students provided notification of cancellation is received in the Office of Admissions by July 1 for *the Fall Quarter or before leaving school at the end of any quarter while in attendance. Regulations prohibit the refunding of the breakage deposit when an entering student withdraws during the first quarter of attendance.*

Each student is responsible for his own room and its furnishings and also for all other items of college property, such as library books and laboratory equipment. Breakage tickets must be promptly paid at the Comptroller's Office. The deposit is also subject to reduction for unpaid charges and is refundable only upon regular withdrawal or graduation. In cases of irregular withdrawal, the deposit is forfeited.

### **DORMITORY PENALTY FEE**

Students changing status from dormitory to day student between August 1 and November 1 will be assessed a \$25.00 dormitory penalty fee unless notice of such change is received by the Dean of Students prior to August 1.

## REFUNDS

Formal withdrawal must begin with a written approval from the Dean of Students or Dean of Women. At the time this approval is granted, specific instructions will be given for the student to complete his formal withdrawal. Any deviation from this procedure will be considered as an irregular withdrawal and will result in the forfeiture of the reservation-breakage deposit.

In the case of formal withdrawal, a refund of the Matriculation Fee may be made on the following basis:

- (1) Withdrawal during one week following the scheduled registration date; a refund of 80% of the Matriculation Fee paid for that quarter;
- (2) Between one and two weeks, 60%;
- (3) Between two and three weeks, 40%;
- (4) Between three and four weeks, 20%;
- (5) After four weeks, no refund.

No refund can be made on Activity or Health fees.

In case of withdrawal, a refund on board and room may be made on the number of full weeks remaining in the quarter.

In case of excused absence, a refund on board, not room, may be given on that part of the student's absence which is in excess of two weeks.

Refunds over \$25.00 are sent directly to parents or applied as credits to the student's account. Exceptions may be made for students who pay their own expenses.

## OVERNIGHT GUESTS

Guests may be accommodated overnight in the dormitories by reservation with the Dean of Students for \$2.00 per night. If College linens are used, an additional charge of \$1.00 per change will be made.

# STUDENT AID/FINANCIAL ASSISTANCE

The primary purpose of the financial aid program is to provide assistance to students, who, without such aid, would be unable to attend college. Financial assistance from the college or other sources should be viewed only as supplementary to the efforts of the family. Most scholarships and loan funds are awarded only after financial need has been established, and no application for scholarship or loan, sponsored or supported from state or federal funds, may be considered until financial need has been established.

*All requests for financial assistance should be directed to the Director of Student Aid.*

North Georgia College participates in the College Scholarship Service (CSS) of the College Entrance Examination Board. The CSS assists colleges in determining the student's need for financial assistance.

Students seeking financial assistance are required to complete a Parents' Confidential Statement (PCS) designating North Georgia College as one of the colleges to which the report of financial need will be sent. The PCS form may be obtained from a local high school, the College, or College Scholarship Service, P.O. Box 176, Princeton, New Jersey. Married or independent students must submit the Student Confidential Statement. Copies of this form may be obtained from the North Georgia College Office of Student Aid. The deadline for Fall application is May 1, and applicants may expect notice of award in early June.

## GRANTS

### EDUCATIONAL OPPORTUNITY GRANTS

The College participates in this federally sponsored program which provides a gift grant ranging from \$200 to \$1,000 depending upon demonstrated need. Students who are awarded an E.O.G. will be required to accept a "financial aid package." The "package" will consist of the grant with a matching amount in loans, employment, scholarships or any combination. In no event can the grant exceed one half of the established need of the student.

## **SCHOLARSHIPS**

### **HAMMOCK SCHOLARS**

Asa D. Hammock, a native of Newton County, Georgia, and a graduate of North Georgia College, Class of 1895, on his death in 1957 willed a substantial portion of his estate to the college. It is his desire that the income from this bequest be used to provide financial assistance in the form of scholarships to students with a demonstrated aptitude for outstanding scholastic achievement.

### **REGENTS' SCHOLARSHIPS**

The Board of Regents of the University System of Georgia receives from the State certain funds from which scholarships may be granted to residents of Georgia attending institutions of the University System. These scholarships were established for the purpose of assisting students of superior ability who need financial aid in order to attend college. A student who wishes to apply for the Regents' Scholarship should direct his application to the Director of Student Aid, North Georgia College, Dahlonega, Georgia, 30533.

### **ARMY ROTC SCHOLARSHIPS (see page 26)**

## **LOAN FUNDS**

### **CAPTAIN CHARLES BUFORD JOHNSON, JR., MEMORIAL LOAN FUND**

This fund was established in 1963 by North Georgia College graduates and members and friends of the family of the late Capt. Charles B. Johnson, Jr., who graduated from North Georgia in the Class of 1957. Loans may be made to any needy student at North Georgia College.

### **MOORE LOAN FUND**

This fund was donated by Mr. John H. Moore of Dahlonega, formerly a trustee of the college. Preference for assistance is given the graduates of the local Lumpkin County High School. Loan notes bear 6% interest on unpaid balances from the date of loan and must be endorsed by two responsible persons.

## **COLONEL WILLIAM MANNING SMITH MEMORIAL LOAN FUND**

This fund was established in 1960 by members of the family of the late Colonel William M. Smith, Class of 1900.

## **SENIOR LOAN FUND**

Several senior classes have contributed to a fund to assist members of any current senior class. Loans bear no interest, but those aided usually make a contribution to the fund to help someone else.

## **STUDENT GOVERNMENT ASSOCIATION AND CLASS OF '62 LOAN FUND**

Established in 1972, this fund is designed to provide financial assistance to those students in need of small, short-term loans. The money for this fund was donated by the Graduating Class of 1962 in memory of three of their classmates, by the Student Government Association, and by various faculty members.

The Fund is administered through the office of the Dean of Students. To be eligible for a Short-Term Loan, a student must be regularly enrolled as a full-time student at North Georgia College.

## **ROBERT H. "DOC" WALLER LOAN FUND**

This fund was established in 1970 by the family and friends of Doc Waller, a member of the 1969-70 senior class, who was killed in an airplane crash, January 1970. Emergency loans are available from this fund and are repayable within 24 months after graduation at 3% interest.

## **NATIONAL DIRECT STUDENT LOAN FUND**

The college participates in the National Direct Student Loan Program established by the National Defense Education Act of 1958 or amended in 1973. NDEA funds are available to full-time, degree-seeking students regularly enrolled in college. Students attending summer school only are not eligible. Complete information may be secured from the Director of Student Aid.

## **GUARANTEED LOANS**

The Guaranteed Loan Program was authorized by the Higher Education Act of 1965.

Guaranteed loans are arranged through private banks and other financial institutions participating in the program. As much as \$1,500 per year may be borrowed in this program by entering college students. Interest is paid by the Federal Government until the student completes his education. The family's adjusted gross income must not exceed \$15,000 per year.

In Georgia this loan program is administered by the Georgia Higher Education Assistance Corporation (GHEAC), P.O. Box 38005, Capital Hill Station, Atlanta, Georgia 30303.

A list of financial institutions participating in the program may be obtained by contacting GHEAC. Students who are residents of other states may inquire about this loan by contacting United Student Aid Funds, 845 Third Avenue, New York, N.Y. 10022.

## **OTHER SOURCES OF FINANCIAL ASSISTANCE**

### **STATE SCHOLARSHIP COMMISSION**

Scholarships will be granted to legal residents of Georgia who would not otherwise have the necessary funds to finance programs of study in medically-related areas, including dentistry, nursing, pharmacy, social work, medical technology, etc. Stipends vary in relation to established need and the average cost of study at the college. Additional information and applications may be obtained from the State Scholarship Commission, P.O. Box 38005, Capital Hill Station, Atlanta, Georgia 30303.

### **PICKETT AND HATCHER EDUCATION FUND**

The late Mr. Claud A. Hatcher of Columbus, Georgia, created an educational loan fund for the purpose of aiding a large number of worthy students in securing courses in broad liberal college training. Limitations prevent loans being granted to students of law, medicine, and for the ministry. Applications and requests for additional information should be addressed to Mr. Guy E. Snaveley, Jr., Executive Secretary, Pickett and Hatcher Educational Fund, P.O. Box 1238, Columbus, Georgia.

## **EMPLOYMENT OPPORTUNITIES**

Students who demonstrate need and otherwise qualify for the College Work-Study Program can be employed for up to 15 hours per week for full-time students. To be eligible, a student must be accepted as a full-time student (entering freshmen may be eligible for summer employ-

ment prior to Fall Quarter registration) or, in the case of a student already enrolled, be in good academic standing. The applicant must also be capable of maintaining good academic standing while employed under the program. Preference for employment is determined from an evaluation of the Parents' Confidential Statement and need analysis from the College Scholarship Service.





# **STUDENT SERVICES**

## **COUNSELING SERVICES**

Personal and activities counseling is available to North Georgia College students and organizations at the Student Counseling Center. At no point during a student's undergraduate career at North Georgia College is he without access to personal counseling on any problem. Students are encouraged to seek the help of the Student Counselor for assistance in solving personal and social adjustment problems. Students are also offered aid in planning and organizing student activities, leadership workshops, and other campus projects. The Student Counselor is available to discuss any aspect of campus life. All contacts at the Student Counseling Center are CONFIDENTIAL.

## **GUIDANCE, PLACEMENT, AND TESTING OFFICE**

The Guidance, Placement and Testing Office is located in the Academic Building. The purpose of this office is to aid students in recognizing their abilities and to provide guidance for realizing maximum benefits from the college experience. The Guidance Office also has the responsibility for administering group and individual tests for the college community. Available tests range from individual intelligence and personality tests to vocational inventories and large group tests, such as the Graduate Record Examination.

Additionally, the Director of Guidance provides placement services for North Georgia College students. Information on current employment opportunities and assistance in obtaining employment upon graduation is a service of this office.

## **FACULTY ADVISERS**

Each student is assigned a faculty adviser who is to assist him or her in developing a program of study and to serve as confidant, guide and friend. Students should feel free to consult these advisers concerning academic problems.

## **HOUSING AND LIVING ACCOMMODATIONS**

Applications for dormitory rooms are included as a part of the Admissions Form and should be submitted to the Director of Admissions, North Georgia College. Inquiries about room assignments should be

directed to the Dean of Women for women students and to the Assistant Commandant of Cadets for men students.

The General Policies on Housing for the North Georgia College campus are based on the philosophy that residence hall life is a vital part of the total educational function of the institution. Therefore, the policies which govern the management and operation of campus housing are:

1. All unmarried undergraduate students are required to live in residence halls. Exceptions to this policy may be made in the following cases:
  - a. Those students who live in and commute from the residence of parents, grandparents, guardian or other close relative.
  - b. Students who are married and live with their spouse.
  - c. Students who have a baccalaureate degree.
  - d. Students who have completed 12 quarters in residence and/or male students who have fulfilled the prescribed military courses and activities.
  - e. Students who have been honorably discharged after one full year of military service.
  - f. Students who have successfully completed induction requirements under Reserve Enlistment Program 63 or similar program under another armed service.

Application for exemption from the on-campus requirement must be made in writing to the Dean of Students *no later than two weeks* prior to the beginning of the quarter during which the student anticipates living off campus. The student will be notified in writing of the decision. All off-campus moves must be completed by the end of the first week of each quarter. Application forms for commuter status are available in the office of the Dean of Students.
2. Roommate requests will be honored whenever space permits. Such requests can be accommodated more easily if the students concerned indicate their roommate preference on their application, submit applications at the same time, and check into the assigned residence hall together.
3. Rental rates on campus housing facilities are subject to change without notice.
4. All rooms are designed for double occupancy. Room rates are

computed on this basis. Private rooms may be obtained on a space available basis at 1 ½ times the normal room rate.

5. Campus housing accommodations may be denied, cancelled, or changed at the discretion of the College. The College reserves the right to enter and inspect any campus residence room or space at any time.

**ON-CAMPUS HOUSING FOR MEN.** There are two residence halls for men on the North Georgia College campus. (Simmons and Gaillard Halls) Each residence hall houses one of the Cadet Battalions. Furnishings within individual rooms include beds, chests, desks and a closet. Students are expected to provide their own pillows, linens, lamps, and radio/stereo. Rooms rent for \$139 per student per quarter.

**ON-CAMPUS HOUSING FOR WOMEN.** Dormitories for women include Barnes Hall (freshmen only), Lewis Hall, Lewis Hall Annex (Juniors and Seniors only) and Sanford Hall. Furnishings within individual rooms include beds, chests, desks and closets. Students are expected to provide their own pillows, linens, lamps, curtains (if desired) and radio/stereos. Rooms rent for \$139 per student per quarter.

## **HEALTH SERVICE**

North Georgia College maintains an Infirmary facility on the campus for all resident students. The Infirmary is supported by a quarterly health fee paid only by resident students. There is no additional charge for the professional services of the physician.

The Infirmary is open 24 hours a day while the College is in session. Treatment for nearly all minor illnesses and injuries are provided. Serious cases are referred to the Hall County Hospital in Gainesville. Ambulance service to the Gainesville Hospital is provided by the College.

The College assumes no responsibility for injuries received in voluntary or required activities, for the cost of prescriptions not stocked within the Infirmary, for special nurses, for consultation and hospital expense in the more serious cases of illness and accidents, for special X-ray work or surgery of any kind, nor for the health of students who do not abide by regulations of the Infirmary or the instructions of the College Physician.

## **THE COLLEGE UNION BUILDING**

The \$1.4 million Union Building, which opened in 1970, houses areas designed for many different kinds of activities. A little theatre offers an outstanding theatrical facility for drama, music, and public affairs. A new cafeteria and canteen complex provides dining and snack facilities. The activity area contains a bowling alley, game room, and Koffee House. Offices for campus publications and meeting areas for other campus organizations are also provided. Lounge areas and TV rooms provide ample space for leisure and social activities.

## **CANTEEN/BOOKSTORE/POST OFFICE**

The North Georgia College Canteen, Bookstore and Post Office are located in the Union Building. They are operated for the convenience of students and faculty.

The Canteen provides a wide selection of soft drinks, sandwiches and other refreshments. The Bookstore offers a complete line of school supplies and textbooks. The Post Office maintains a post office box for every student. Each student is expected to check his post office box daily for communications from various departments and outside mail.

The correct mailing address for each student will be: name, NGC Box Dahlonga, Georgia 30533.

## **ORIENTATION**

North Georgia College sponsors a Summer Orientation Program for all new freshmen. The program is conducted in three sessions during the Summer Quarter. Faculty, deans, administrators, staff members and student leaders carry out the program to acquaint the new students with the academic, extra-curricular and social life at North Georgia College. The series of events in the program are planned to give new students information about the academic community, advanced placement and screening tests, assignment of faculty advisors and academic counseling.

Upon acceptance at North Georgia College, each new student will receive by mail a brochure relating the pertinent information concerning the requirements, fees, etc. for participants in the Orientation Program.

## **LIBRARY SERVICES**

The new Stewart Memorial Library is the center of academic life at North Georgia College. Its shelves accommodate more than 100,000 volumes, and it has wide holdings in non-book materials, such as films,

slides, tapes, recordings, magazines, newspapers, microfilms, maps and pictures. Information on special collections and regulations concerning the loan of library materials are listed in the Library Handbook, which is issued to all faculty members and students.



# STUDENT LIFE

North Georgia College is a unique educational institution, and one important reason for this uniqueness particularly pertinent to the students is the extent to which he or she is directly involved in the leadership and management of the organizations affecting student life. It would be hard to find any other tax supported institution in the United States that provides its students more worthwhile opportunities for direct and immediate involvement in actual student government than does North Georgia. These opportunities for practical experience in leadership and personnel management, for character development, and for assumption of responsibility are derived naturally and directly from the structured organization of the College's student body. This diverse student body is comprised of resident and non-resident members of the Corps of Cadets, resident and non-resident women, and commuting male students who are not members of the Corps. The following paragraphs provide a brief explanation of the NGC student government, campus organizations, the manner in which resident students are organized for daily living, and some of the basic regulations by which all students are expected to gauge their conduct.

## STUDENT GOVERNMENT ASSOCIATION (SGA)

The North Georgia College Student Government Association is composed of elected representatives of each of the classes on campus and executive officers as prescribed by the bylaws and is the ranking student organization on the campus. It is the coordinating body for various student activities, organizations and class elections, and it is a medium for communication between the administration, faculty and the student body.

## CORPS OF CADETS

The Corps of Cadets is the governing body of all resident male students. The Corps, organized into a Brigade structure, is represented on the Student Government Association. Specific information on the Corps and the R.O.T.C. program may be found under the section entitled "The Military Program".



## **WOMEN'S STUDENT GOVERNMENT ASSOCIATION**

The Women's Student Government Association, which includes all women students at North Georgia College, was organized to promote the welfare of the women students of the College. The WSGA is a self-governing organization through which women students can become active participants in the governance of the student body.

The governing body of the WSGA is the Women's Affairs Board. It is made up of elected representatives and is responsible for the citizenship of women students on campus. The WSGA provides for House Councils and House Judiciary Boards elected by resident students who are responsible for governing residence halls. Head Residents advise these organizations in their respective residence halls.

Rules and regulations governing student conduct are included in the Student Handbook. New students are provided with copies of the Handbook during Orientation and are responsible for having a general knowledge of its content.

## **COMMUTER STUDENTS**

Male students who qualify as commuters may attend the College in a non-military status. There is, of course, nothing to preclude a commuter from full participation in the College's military program. A male student meeting any one of the exceptions listed under the section, Housing and Living Accommodations, may be granted commuter status.

Women students other than those who are married, living in the home of parents or legal guardians, or with close relatives (with approval of the Dean of Women) are required to live in College housing. Married women students may apply for residence in dormitories on a space available basis.

Commuter students are subject to all appropriate college regulations included in the Student Handbook.

## **N. G. C. UNION**

The N.G.C. Union is the planning and programming body for student activities on the NGC campus. Any student interested in a variety of campus activities can contribute his ideas and talents by actively participating in the Union. The Union, located in the N.G.C. Union Building, is also a program of student activities planned and executed by enthusiastic students. Six Union Committees; Ideas and Issues, Cultural Affairs, Music and Entertainment, Koffee House and Recreation, Public Rela-



tions, and Cinematic Arts work with many phases of campus life to provide worthwhile educational, social, and cultural programs for the college community. The Union is a laboratory for living and for the education of the whole person.

## **STANDARDS OF CONDUCT**

While the specific rules governing student conduct are spelled out in detail in the Student Handbook and Blue Book, the standards of conduct expected of North Georgia College students are basically those prevailing in any well ordered society comprised of intelligent, moral ladies and gentlemen. Minor infractions of rules are handled within the organizational structure of the Corps of Cadets and Women's Student Government Association. Serious breaches of the standards of conduct or College regulations are referred to the College Discipline Committee by the Dean of Students. This committee is composed of faculty and students and is the primary judicial body on campus.

Violations of a serious nature include drinking or possession of alcoholic beverages on campus, possession or use of illegal drugs and narcotics on campus, stealing, vandalism, cheating, fraud, lying, hazing, violations and/or conviction of state criminal law, violation of a disciplinary restriction, deliberately failing to heed a summons to report to an administrative official or to an instructor, and repeated infractions of rules and regulations which cumulatively indicate an unwillingness or inability to conform to the North Georgia College program.

## **DISRUPTIVE CONDUCT**

The Board of Regents of the University System of Georgia has stated that any student who, acting singularly or in concert with others, obstructs or disrupts, or attempts to obstruct, or disrupt, by force or violence, or by threat of force or violence, any teaching, research, administrative, disciplinary, public service or any other activity authorized to be held or conducted on the campus of North Georgia College or on any campus of the University System of Georgia, shall be subject to immediate dismissal.

The words "force" and "violence" shall be construed to include such obstructive and disruptive acts as stand-ins, sit-ins, and lie-ins.

Any student who remains in or refuses to vacate any building on the campus of North Georgia College or on the Campus of any institution within the University System of Georgia at a time when such building is normally, usually and customarily closed to students, and after having

received notice to vacate from the President of the institution or other officer charged with the custody and control of the building, shall be subject to immediate dismissal.

## VEHICLE REGULATIONS

Any student may register and keep a vehicle on campus provided he is qualified to do so under the laws of the State of Georgia and the College. All vehicles parked or operated on campus must be registered with Campus Security. The right of a student to operate and/or possess a vehicle is considered by the College to be a privilege which may be revoked for cause at any time.



# STUDENT ORGANIZATIONS, HONORS AND AWARDS

Life at North Georgia College is enriched by a variety of groups and organizations. Some of these organizations encourage and direct the scientific, scholarly, artistic, or humanitarian interests of students and of the faculty and administration. Some provide honorary recognition for achievement. Others are purely social or combine learned interests with social recreation. No attempt is made in the following section to present a detailed account of all organizations and their activities. Full information is provided in the Student Handbook which is distributed to all students at registration.

## ORGANIZATIONS

**HONORARY ACADEMIC ORGANIZATIONS:** Alpha Lambda Delta, Nu Gamma, Sigma Delta Upsilon (Guidons)

**HONORARY PROFESSIONAL ORGANIZATIONS:** Alpha Psi Omega (Drama), Phi Alpha Theta (History), Phi Beta Lambda (Business)

**RELIGIOUS ORGANIZATIONS:** Baptist Student Union, Student Religious Union, Wesley Foundation

**GENERAL GREEK LETTER ORGANIZATIONS:** Sororities: Two national chapters — Kappa Delta and Phi Mu. Fraternities — Three national chapters — Pi Kappa Phi, Sigma Phi Epsilon, and Sigma Nu

**MILITARY ORGANIZATIONS:** Aggressor Platoon, Association of the United States Army, Blue Ridge Rifles, Drill Platoon, Brigade Band, Mountaineering Platoon, Non-Commissioned Officers Club, Rifle Team, Scabbard and Blade

**SPECIAL INTEREST GROUPS:** Girls Drill Team, Concert Band, NGC Playmakers, Panhellenic, Parachutist Club, Physical Education Club, Rec Clubs, Scuba Club, Soccer Club, Student Education Association, Veterans Club, Women's Rifle Team, Zetontes Altheian

## HONORS AND AWARDS

### HONORS LIST

Students who have a grade-point average of 3.0 on a normal academic load will be placed on the Honors List for the succeeding quarter.



An Honors Day program is held during the Spring Quarter in recognition of those students who are on the Honors List for the two preceding quarters.

## **HONORS PROGRAM**

The college offers an honors program in a number of departments. Students demonstrating superior abilities are given the opportunity to enroll in special courses designed to make the maximum use of their capacities.

## **SENIOR HONORS**

A student is graduated Summa Cum Laude if his over-all grade ratio is 3.9; Magna Cum Laude if the grade ratio is 3.45; Cum Laude if the grade ratio is 3.00.

Transfer students who have been in residence for at least the junior and senior years and have established the following grade ratios, may be graduated with senior honors: Summa Cum Laude, 3.9; Magna Cum Laude, 3.7; Cum Laude, 3.25.

## **SCHOLASTIC HONOR BARS**

In recognition of substantial scholarship, Scholastic Bars as listed below are awarded at a public ceremony in May to members of the various classes who are on the Honors List for three consecutive quarters.

Red Bar to members of the Freshman Class

White Bar to members of the Sophomore Class

Blue Bar to members of the Junior Class

Gold Bar to members of the Senior Class

## **BUSINESS ADMINISTRATION ACHIEVEMENT AWARD**

Annually, at the Honors Night Assembly, a \$100 Series E United States Government Bond will be awarded to the Business Administration or Business Education major graduating with the highest grade-point average for the entire four-year program of study determined at the close of the winter quarter.

## **CLARK MATHEMATICS MEDAL**

This medal is awarded annually to the student who establishes the highest scholastic average in mathematics above Mathematics 99 and including Mathematics 245.

## **DISTINGUISHED MILITARY STUDENT**

The DMS is awarded to senior ROTC students who possess outstanding qualities of leadership and high moral character, have exhibited a definite aptitude and interest for the military service, and have attained an overall academic standing in the upper half of his or her college class and in the upper third of their ROTC class. Each student designated a DMS may apply for a commission in the Regular Army.

## **DOROTHY BROWN AWARD IN ENGLISH**

Each year the Dorothy Brown Award in English will be made to the student who has the highest average grade in a minimum of two courses in English literature prior to 1700. The award will consist of a \$100 U. S. Government bond made possible by a grant from Dr. Dorothy Brown, Professor Emerita of English.

## **DRAMA AWARD**

A cash award is made annually to the coed or cadet who makes a continued outstanding contribution to and achievement in the drama program.

## **GOOD CONDUCT AWARD**

This bar is awarded to ROTC students at the end of their first year based upon their compliance with regulations formulated by the Professor of Military Science and the Commandant of Cadets.

## **HAWKINS CITIZENSHIP AWARD**

This award in the form of a key is given each year to a graduating senior selected by the entire faculty who has been outstanding in general campus citizenship. The senior's name is engraved on a plaque which remains with the college in honor of those who have been selected.

## **MERITORIOUS LEADERSHIP ACHIEVEMENT AWARD**

The Commanding General, U.S. Army First ROTC Region, annually awards a Certificate of Meritorious Leadership Achievement to the ROTC student who has demonstrated the most outstanding qualities of leadership during the academic year.

## **MEYER-RAEBURN AWARD**

In memory of Abner A. Raeburn, this award is presented to the cadet who has displayed strong moral and ethical concepts, courtesy in his behavior, and respect for recognized authority.

## **MILITARY HISTORY AWARD**

The Association of the United States Army presents an award annually for excellence in the study of military history in ROTC units.

## **THE LAMAR PITTARD MEMORIAL AWARD**

This award was established in 1973 in memory of Captain Lamar Pittard, a 1968 graduate of North Georgia College, who was accidentally killed in Germany in 1972.

While a student at North Georgia College, Captain Pittard was a proud member of the Blue Ridge Rifles Drill Team. Because of his high interest in the Drill Team, and his desire to perpetuate its goals, this award has been established by his family to annually recognize the outstanding member of the Blue Ridge Rifles.

The award consists of an appropriately engraved trophy and monetary award (savings bond) presented to the recipient each year during Parents' Day Ceremonies. Additionally, a larger plaque will be on permanent display at the College recognizing past recipients.

## **SILER SCHOLARSHIP PLAQUE**

This award is presented annually to that student who has earned the highest quality-point ratio for not less than 75 quarter hours at North Georgia College.

## **STEWART MEMORIAL AWARD**

Established by the family of the late Joseph S. Stewart, former President of North Georgia College, this award will be presented annually to the outstanding senior athlete who has best exemplified the outstanding characteristics most desirable of a North Georgia College student.

## **WHO'S WHO IN AMERICAN COLLEGES AND UNIVERSITIES**

Members of Who's Who are selected from the Senior Class by a faculty committee on the basis of scholarship; service to the College; contribution to and leadership in campus extra-curricular activities; and spirit and degree of cooperation with administration, faculty, and fellow students in furthering general college policies and ideals.







**ACADEMIC REGULATIONS**

**EDUCATION** = SECONDARY EARLY CHILDHOOD  
JUNIOR HIGH GENERAL SCIENCE

**ENGLISH** ★ ★ ★ ★ ★ ★ ★ **FINE ARTS** =

EDUCATION ★ MUSIC ★  
DESIGN ★ DRAMA ★ **MATHEMATICS**

**MODERN LANGUAGE** FRENCH ★ GER  
MAN SPANISH

★ **HEALTH - PHYSICAL EDUC**

**RECREATION** ★ ★ ★ ★ **PHYSICS**

**PSYCHOLOGY** ★ ★ ★ ★ ★ ★ ★ PROGRAMS IN  
THE SOCIAL SCIENCES

**ANTHROPOLOGY** ★ **CRIMINAL**

**JUSTICE HISTORY SOCIOLOGY**

PROFESSIONAL  
PROGRAMS IN **MEDICINE DENTISTRY**

**MEDICAL TECH NURSING LAW**

# ACADEMIC REGULATIONS

*It is the responsibility of the student to be familiar with the academic regulations of North Georgia College.*

Each student is urged to read the regulations carefully and to seek interpretation from his academic adviser or from the Office of the Dean in the event that there should be any questions.

## COLLEGE HONOR

At North Georgia College, a sense of self-respect, dependability, and high honor prevails. Hence, any degree of dishonesty in all areas of academic work, or the giving or receiving of unauthorized help in any quiz, test, or examination is regarded as one of the most serious offenses that can be committed against the honor of the college and the student group.

## ACADEMIC CREDITS

Credits are expressed in terms of quarter hours. One quarter hour is the credit given for the work of one hour per week throughout one quarter. A course that is taken five times a week for one quarter is equal to five quarter hours. Laboratory science and some courses in other disciplines carry credit value of one hour for each lecture period and one hour for each required laboratory period.

## GRADING SYSTEM

The classroom and laboratory work of all students is graded by letters which may be interpreted as follows:

A	Excellent
B	Above average
C	Average
D	Unsatisfactory, but passing
F	Failure; must be repeated if in a required course
P	Pass (non-credit course)
NP	No Pass (non-credit course)
I	(Incomplete)
WP	(Withdrew Passing)
WF	(Withdrew Failing)

## **CHANGES IN GRADES**

All grade changes must receive the approval of the Dean before they can be recorded by the Registrar. Any grade will be changed upon a written statement by the instructor that the grade reported was in error.

A candidate for graduation who makes a grade of F in his or her last year in an upper-division course necessary for a degree may have the privilege of one re-examination provided there is no opportunity to repeat the course and the approval of the instructor, the head of the student's major department and the Dean of the College is secured. Grades in not more than two courses may be changed by this method.

"I" indicates "Incomplete" for the withholding of a grade because of prolonged illness or by the consent of the Registrar or Dean. This grade must be removed within six weeks; otherwise, it automatically becomes "F".

## **CHANGES IN PROGRAMS OF STUDY**

Lower-division study programs are changed only by the permission of the Dean of the College upon recommendation of the Academic Advisor. Upper-division study programs are changed only by written authorization from the Head of the Department concerned and the Dean.

Changes in study programs should be made during the first seven days of the quarter. Withdrawal from a course after the first seven days will result in a grade of WP (withdrawal, passing) or WF (withdrawal, failing) as determined by the instructor. The courses with grades of WF and F are included in computing grade-point ratio, but grades of WP are excluded.

Conflicts in schedules are resolved by the Registrar of the College. Students are held responsible for unauthorized changes of schedule which may result in a loss of college credit.

## **QUALITY POINTS/GRADE POINT RATIO**

The value of each grade in quality points per quarter hour is as follows:

- A — 4 quality points per quarter hour
- B — 3 quality points per quarter hour
- C — 2 quality points per quarter hour
- D — 1 quality point per quarter hour
- F — 0 quality points

The grade-point ratio is the grade average made by a student on all academic work for which he has enrolled. It is obtained by dividing the

total number of quality points earned by the total number of academic quarter hours carried.

When courses in which a student has made a grade of D or F are repeated, the hours attempted and earned are counted only once.

For graduation, every candidate for a degree must complete a minimum of 185 quarter hours of academic work. This is exclusive of basic Military Science and required Physical Education. The student must have a minimum grade-point average of 2.0 on all work presented for graduation, including basic Physical Education and basic Military Science.

## **CLASSIFICATION OF STUDENTS**

For enrollment in the Sophomore Class, a student must have passed 45 quarter hours of work; in the Junior Class, 90 quarter hours; the Senior Class, 135 quarter hours.

## **GRADE REPORTS**

At mid-quarter a report is sent to each student at his college address and to the parents or guardians of the freshmen and sophomores. At the close of each quarter, a report of the student's work is sent directly to the parent or guardian.

## **ACADEMIC PROBATION AND SUSPENSION**

The following provisions constitute the minimum scholastic performance under which students can remain in the College. A student may, however, be dismissed for deficiencies in scholarship even though not excluded by the following provisions.

(1) A student must earn credit in at least one five-hour course to be eligible to register for the succeeding quarter.

(2) Any student enrolled for ten quarter hours or more who earns fewer than ten quarter hours credit and fifteen quality points shall be placed on probation for the following quarter.

(3) (a) After a student has achieved 45 quarter hours and if his grade-point average is below 1.5, his name will be sent to the Academic Review Committee where his academic record will be examined. Upon recommendation of the Academic Review Committee, the student may be placed on academic probation.

(b) After a student has achieved 90 quarter hours and if his grade-point average is below 1.7, his name will be sent to the Academic Review Committee where his academic record will be examined. Upon recommendation of the Academic Review Committee, the student may be placed on academic probation.

(c) After a student has achieved 135 quarter hours and if his grade-point average is below 1.9, his name will be sent to the Academic Review Committee where his academic record will be examined. Upon recommendation of the Academic Review Committee, the student may be placed on academic probation.

(4) While on academic probation, any student who earns fewer than 10 hours credit and 15 quality points shall not be eligible to register for the following quarter.

(5) If a student remains on academic probation for three successive quarters and fails to remove himself from probation at the end of the third quarter, he will not be eligible to re-enter the following quarter. Should he be permitted to return after one quarter of academic suspension and not remove himself at the end of this quarter, he will be permanently excluded.

(6) A student on probation must remove the probationary status while officially enrolled and attending classes at North Georgia College.

(7) If the student has achieved fewer than 45 quarter hours, academic probation is removed by passing 15 quarter hours in one quarter with at least 30 earned quality points in the same quarter.

(8) If the student has achieved 45 quarter hours or more, academic probation is removed under the conditions described in (7) above, together with the added stipulation that he must raise his grade-point average to the level required for the number of hours he has achieved. If he does not make satisfactory progress toward the degree, he may be dropped from the rolls of the college upon recommendation of the Academic Review Committee.

(9) Work undertaken at another institution by a student under academic suspension cannot be transferred at a later date for credit toward a degree at North Georgia College.

(10) After a student has been suspended, it will be necessary that he submit an application for re-admission to the Director of Admissions before his return to the institution can be considered.

## STUDENT LOAD

A normal or average schedule for a freshman or sophomore is fifteen hours exclusive of basic Military Science and Physical Education.

The normal or average schedule of class work for juniors and seniors is eighteen quarter hours.

A freshman student whose high school record and entrance tests indicate inadequate preparation may be advised to carry a reduced load during the adjustment to college level work.

## WORK-LOAD VARIATIONS

A student wishing to carry a schedule other than the normal load may file a written request with the Registrar for:

- (1) Fewer than 10 academic hours, exclusive of basic Physical Education and basic Military Science.
- (2) An increase in the normal load when there is difficulty in making up a practical schedule or when a satisfactory program demands it.
- (3) In no case will the college authorize a load in excess of 20 quarter hours, exclusive of basic Physical Education and basic Military Science.
- (4) Except for senior students whose schedule is required for anticipated graduation, no overloads will be authorized for students who do not have the 2.0 grade-point average.

A student who reduces his load to fewer than five hours, exclusive of basic Military Science and Physical Education after the quarter has begun, will be withdrawn from the institution. This regulation does not apply to Special Students.

## CLASS ATTENDANCE

If a student misses more than twenty percent of the scheduled class periods in a given course for any reason, he may be dropped from the course by the instructor with the grade of "WP" or "WF".

The student will be responsible to his instructor for work missed because of absence from class for any reason.

## **ELIGIBILITY FOR EXTRACURRICULAR ACTIVITIES**

To be eligible for intercollegiate activities, the student must be enrolled in a minimum of 12 credit hours at the time of participation and accumulate a total of 24 credit hours in the two terms of attendance immediately preceding the term of participation. The second term student, i.e. freshman, must have passed 12 credit hours in his first term of attendance.

To be eligible for off-campus extracurricular activities, the student must pass with an average of C at least ten of the fifteen hours of a normal course load during the preceding quarter.

The special eligibility requirements for editor or business manager of student publications is an academic average of C for the preceding quarter. This applies both for appointment and for continued tenure.

## **TRANSIENT STUDENT PERMISSION**

Any student may apply to the Office of the Registrar in writing for authorization to complete certain courses in another college or university as a transient student. This application must be approved by the Registrar before enrollment in the course. If a major sequence has been chosen, the application must also be approved by the Head of the Department concerned. Transient student permission will not be granted to students on academic probation or for the purpose of repeating courses.

## **REQUIREMENTS FOR GRADUATION**

For interpretation of the requirements for graduation, the student is urged to seek advice from his academic adviser or from the Office of the Registrar. It is the responsibility of the student to be familiar with these requirements for graduation.

## **CORE CURRICULUM**

North Georgia College, as a unit of the University System, has implemented the University System Core Curriculum and all North Georgia College students must fulfill the requirements of the Core Curriculum in order to satisfy requirements for the degree. The Core Curriculum is divided into four basic areas:

- I. Humanities, including, but not limited to, grammar and composition and literature ..... 20 hours  
 English 101-102 or 105H are required of all students.  
 The remaining hours may be taken in the following courses:  
 English 203, 204, 205, 206, 207  
 Where only one of these is taken the remaining course(s) may be selected from:  
 Fine Arts 252 or any appropriate course in the Modern Languages.
- II. Mathematics and the natural sciences, including, but not limited to, mathematics and a 10-hour sequence of laboratory courses in the biological or physical sciences..... 20 hours  
 The following courses may be considered to fulfill the requirements in Math:  
 Math 101, 102, 113H.  
 The 10-hour science requirement must be taken in sequence and may be fulfilled by any of the following block of courses:  
 Biology 101-102; Chemistry 101-102 or Chemistry 121-122; Physics 101-102; Physics 223-224; or Physics 223-225.  
 In order to complete 20 quarter hours the student may take any additional five-hour course in Biology, Chemistry, Physics or Math at the 100-200 level.
- III. Social Sciences, including, but not limited to, history and American Government ..... 20 hours  
 The following courses may fulfill requirements in this area:  
 100-200 level courses in history; Political Science 101; Anthropology 100; Psychology 101, 205; Sociology 100, 205; Economics 151, 152.
- IV. Courses appropriate to the major field of the individual student ..... 30 hours

## ENGLISH PROFICIENCY REQUIREMENT

The University System of Georgia requires all students to take the Rising Junior Examination in Reading and Composition when they have earned between 60 and 75 academic hours. Satisfactory scores on this examination or proficiency demonstrated through satisfactory completion of remedial work in the areas of reading and/or writing as dictated



by examination scores are a requirement for graduation from North Georgia College.

## **LANGUAGE REQUIREMENTS**

Language, where required for the degree, unless so stated elsewhere, should be started by the beginning of the second year. Any language exemptions earned through high school language credit may be allowed for additional electives.

**Bachelor of Arts Degree:** The modern language requirement is twenty quarter hours in one language.

**Bachelor of Science Degree with a major in biology, chemistry, mathematics, or physics:** The modern language requirement is fifteen quarter hours in one language.

**Bachelor of Science Degree with a major in psychology, political science, social science, or sociology:** Fifteen hours of approved courses in computer science or statistics may be substituted for the foreign language requirement.

**Secondary Teacher Education Programs in English, French, History, Mathematics, and physics:** Foreign Language requirement is fifteen to twenty hours in one language depending upon the degree sought.

The Foreign Language Requirement is optional in Dual Degree Programs with Georgia Tech in Engineering and with the three-year pre-medical degree program.

Students offering two high school units in a foreign language will be admitted to the third course (211) of that language, thereby reducing the foreign language requirements for such students to ten quarter hours in college (211 and 212). If the student wishes to take the 101 and 102 sequence in his high school language he will receive no credit for these courses.

The student is advised to commence fulfillment of the language requirement as soon as possible. Failure to do so may lead to a delay in graduation, since the sequence of language courses is not offered from the beginning level every quarter, and a failing grade in any given course may therefore delay a student as much as one year in some cases.

## **MAJORS AND MINORS**

By the time a student has accumulated ninety quarter hours credit, he should have decided upon a major field of study. At least fifty quarter hours credit must be successfully completed in this field. Courses re-

quired in the basic curriculum may not be used in the major field of study.

Within the major field and under the direction of the department head, the student selects a departmental major of at least thirty quarter hours and a closely-related departmental minor of at least twenty quarter hours.

The student must maintain a minimum average of 2.0 in his field of study.

In the major field, both required and elective courses must be approved by the student's adviser and by the Dean. The program then becomes a requirement for the degree. All approvals must be in writing and filed in the Office of the Registrar.

No major or minor may be changed without written recommendation from the major professor and approval by the Dean. Such changes will usually not be permitted later than the third quarter of the junior year. The change will probably result in loss of credit required for the degree and may necessitate an additional quarter or more to meet the outlined requirements of the proposed new program.

## **CANDIDACY FOR THE DEGREE**

Membership in the Senior Class does not within itself imply candidacy for the degree. Before the degree can be conferred, all indebtedness to the college must be met and published requirements for the particular degree fulfilled. Responsibility for meeting these requirements rests upon the student, and each candidate should check his program for graduation with the Registrar. Formal written application for the degree must be filed with the Registrar at least six weeks before the student expects to complete the outlined degree requirements. Special forms for this application may be secured from the Registrar.

a. For the Bachelor of Arts Degree, the Bachelor of Business Administration Degree, the Bachelor of Science Degree, and the Bachelor of Social Work Degree the student must complete the requirements of the core curriculum, must fulfill the major and minor requirements, and offer sufficient approved elective courses to bring the total number of credit hours to at least 185, excluding basic Physical Education and basic Military Science, but to include for all cadets 18 hours in advanced Military Science.

b. A Georgia law requires that all candidates for a degree from an institution supported by public funds shall pass an examination "of the

History of the United States and the History of Georgia," and an examination "upon the provisions and principles of the United States Constitution and the Constitution of Georgia." The Social Science Department will administer these examinations upon written request from the student and at such time and place as convenient to the student and the Department. However, the requirements for instruction in the above areas can be met by satisfactorily completing Political Science 101 (for the state and national Constitutions) and History 100 (for the state and national history).

c. A student must complete a minimum of 45 quarter hours in residence during the three quarters prior to graduation.

d. Graduation depends upon quality of work done as well as quantity. A student must have a minimum grade-point average of 2.0 on all work presented for graduation, including basic Physical Education and basic Military Science. A minimum average of C must be maintained during the last three quarters, regardless of the number of quality points previously earned. Not more than 25 percent of the credits for graduation may be of D grades.

e. No student may be declared a graduate of the college until all requirements for entrance and for graduation have been met, the degree conferred, and the diploma awarded. Each candidate must be present at graduation unless excused in writing by the Dean.







## COURSES OF STUDY

**EDUCATION** = SECONDARY EARLY CHILDHOOD  
JUNIOR HIGH GENERAL SCIENCE

**ENGLISH** ★ ★ ★ ★ ★ ★ ★ **FINE ARTS** =

**EDUCATION** ★ **MUSIC** ★ **MATHEMATICS**  
**DESIGN** ★ **DRAMA**

**MODERN LANGUAGE** FRENCH ★ GER  
MAN SPANISH

★ **HEALTH - PHYSICAL EDUC**

**RECREATION** ★ ★ ★ ★ **PHYSICS**

**PSYCHOLOGY** ★ ★ ★ ★ ★ ★ **PROGRAMS IN**  
THE SOCIAL SCIENCES

**ANTHROPOLOGY** ★ **CRIMINAL**

**JUSTICE HISTORY SOCIOLOGY**

**PROFESSIONAL** **GRAMS IN** **MEDICINE DENTISTRY**

**MEDICAL TECH NURSING LAW**

# COURSES OF STUDY

## PRE-PROFESSIONAL PROGRAMS

*PRE-LAW:* A legal education requires a liberal-arts background of a broad scope. The well prepared beginning law student may have majored in any one of several subject matter areas, but regardless of his major he will have to learn to communicate effectively by written and oral expression. Since the life of the law has been experience, a knowledge of the history of human development is essential. The law is executed through government and a knowledge of political institutions and processes is invaluable. The law is shaped by many social forces, and courses in sociology, psychology, economics and related courses are recommended. In brief, a broad liberal arts program is preferable to a narrow concentration in a few subject matter areas.

Most law schools now require an undergraduate degree for admission. Therefore, during the first two years the pre-law student should concentrate on courses leading to a baccalaureate degree. The pre-law adviser will assist the student in selecting courses from the following:

English (20 hours)	Political Science (5 hours)
Science (15 hours)	Psychology (5 hours)
Math (10 hours)	Military (for cadets)
History (10 hours)	Basic Physical Education
Language (See catalogue requirements on page 63)	

The pre-law student is expected to declare a major after the first two years of study.

*PRE-MEDICINE:* The pre-medical student may earn a degree in any field of concentration offered at North Georgia College. Normally, the pre-medical curriculum requires a minimum of 75 quarter hours of physical science in order to satisfy requirements for admission to medical college. However, pre-medical students are urged to develop strong backgrounds in the humanities and social sciences.

A student may apply for admission to medical college at the end of three years, provided minimum requirements for admission have been satisfied. Preference is given, however, to those students who have completed a baccalaureate program. The pre-medical course of study is provided to allow those students admitted to an accredited medical college

at the end of three years to use credits earned during the first year of medical college to complete requirements for a degree from North Georgia College. Students who are admitted to medical college after four years must meet all requirements for a degree at North Georgia College. The pre-medical program is designed to provide counseling and to aid students in preparing for a medical career. It is not an academic major.

Specific courses for the pre-medical student will be assigned by the pre-medical adviser during the freshman and sophomore years. Courses will be assigned by the student's major professor with the approval of the pre-medical adviser during the junior and senior years.

### THREE YEAR PRE-MEDICAL PROGRAM

#### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES		AREA II — MATHEMATICS AND NATURAL SCIENCE	
	HOURS CREDIT		HOURS CREDIT
English 101, 102; or 105H	5-10	Mathematics 101, 102	10
English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence)	10
Modern Language	0-10	Biology 101-102	
		Chemistry 121-122	
		Physics 223-224	
AREA III — SOCIAL SCIENCE		AREA IV — COURSES APPROPRIATE TO MAJOR FIELD	
Political Science 101	5	Chemistry 121, 122, 123	0-15
100 or 200 level History	5-15	Biology 101, 102, 220	0-15
Courses from Psychology 101, 205, Sociology 100, 205, or Anthropology 100	0-10	Physics 223, 224, 225	0-15

**ELECTIVES** — (to bring the total number of credit hours to at least 135 exclusive of basic Military Science and Physical Education)

**NOTE** — Prerequisites for entrance to the Medical College of Georgia require that the 135 hour total include the following:

Chemistry	30 quarter hours
Biology	25 quarter hours
Physics	15 quarter hours
English and Humanities	15 quarter hours

A student who wishes to receive a degree from North Georgia College under the three year pre-medical program must fulfill the requirements for the Core Curriculum outlined above. The program outlined above does not apply to students who graduate from the College after more than nine academic quarters of attendance.

**PRE-MEDICAL TECHNOLOGY:** North Georgia College offers a standard three year pre-medical technology program. The college is affiliated with several hospitals whose schools of medical technology are approved by the American Society of Clinical Pathologists. After the satisfactory completion of the required year of training in one of these schools and after passing the examination given by the Registry of Medical Technologists, North Georgia College will grant the Bachelor of Science Degree.

**GENERAL EDUCATION REQUIREMENTS:**

Physical Education; Basic Military for Cadets; English 101-102 or 105H; English 203-204 or 205-206; History 101, 102, 103 (any two); Political Science 101; Physics 223, 224; Psychology 101; Mathematics 101-102 or 113H.

**LANGUAGE REQUIREMENT:** German or French 101-102-211 or 211-212.

**MAJOR COURSES:** Biology 101-102, and five other courses approved by the Head of the Biology Department.

**MAJOR FIELD:** Chemistry 121, 122, 123, 230, 204 (Chemistry 101-102 may be substituted for 121-122 as determined by placement test).

**OTHER REQUIREMENTS:** Advanced Military Science (Men) (18 hours), and History 100\*.

**SENIOR PRE-MEDICAL TECHNOLOGY:** A student having completed the program outlined above, and who remains at North Georgia College for the fourth year, should complete a major in biology or chemistry and take other courses as advised by the faculty head of the department in which the student has selected a major. At least 45 quarter hours must be completed during the senior or fourth year.

**PRE-VETERINARY MEDICINE:**

**GENERAL EDUCATION REQUIREMENTS:**

English 101, 102 and 203, 204 or 205, 206; History 101; Political Science 101; Physics 223, 224 or 225; Mathematics 101, 102.

**MAJOR COURSES:** Biology 101, 102, 220 and 321.

**MAJOR FIELD:** Chemistry 121, 122, 123

**OTHER REQUIREMENTS:** Advanced Military Science (Men) (18 hours), and History 100\*.

## **TWO-YEAR PRE-PROFESSIONAL ALLIED HEALTH PROGRAMS**

North Georgia College offers two-year pre-professional work in the following Allied Health programs: Dental Hygiene, Medical Records, Nursing, Physical Therapy, and Radiology. The following courses may be transferred for further work in these disciplines.

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\*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science.



## DENTAL HYGIENE

### GENERAL REQUIREMENTS:

Biology 101, 102; Chemistry 101, 102; English 101, 102 or 105H; English 203, 204 or 205, 206; History 100, 101, 102; Mathematics 101, 102 or 113H; Political Science 101; Psychology 101; Electives 15 hours.

## MEDICAL RECORDS

### GENERAL REQUIREMENTS:

Biology 101, 102, 220; Chemistry 101; English 101, 102 or 105H; English 203, 204 or 205, 206; Foreign Language 10 hours; History 100, 101, 102; Mathematics 101, 102, or 113H; Political Science 101; Psychology 220; Electives 10-25 hours.

## NURSING

### GENERAL REQUIREMENTS:

Biology 101, 102, 323; Chemistry 101, 102, 230; English 101, 102, or 105H; English 203, 204 or 205, 206; History 101, 102; Mathematics 101; Political Science 101; Psychology 101; Sociology 100; Electives 20 hours.

## PHYSICAL THERAPY

### GENERAL REQUIREMENTS:

Biology 101, 102, 323; Chemistry 121, 122, 123; English 101, 102 or 105H; English 203, 204 or 205, 206; History 101, 102; Mathematics 101; Psychology 101; Physics 223; Electives 15 hours.

## PRE-DENTAL (TWO YEARS)

The minimum requirements for admission to dental school are at least 90 quarter hours.

### GENERAL REQUIREMENTS:

English 101-102 or 105H; English 203-204 or 205-206; Biology 101-102; Math. 101-102; Chemistry 121-122, 230; Physics 101-102 or 123-124; Electives to complete 90 hours.

## PRE-PHARMACY (TWO YEARS)

### GENERAL REQUIREMENTS:

English 101-102 or 105H; English 203-204 or 205-206; Mathematics 101, 102 or 113H; Chemistry 121, 122, 123; History 100; Political Science 101; Business Administration 151.

OTHER REQUIREMENTS: Biology 101-102; Physics 223, 225; Electives to complete 90 hours.

**PRE-FORESTRY:** Pre-forestry students should be advised by the Biology faculty from the first year.

# DEPARTMENT OF BIOLOGY

## MAJOR IN BIOLOGY

### CORE CURRICULUM REQUIREMENTS

#### AREA I — HUMANITIES

English 101-102; or 105H  
Courses from English 203, 204,  
205, 206

**HOURS  
CREDIT**

5-10

10

#### AREA II — MATHEMATICS AND NATURAL SCIENCE

Mathematics 101, 102; or 113H  
Sciences: (one ten-hour sequence)  
Biology 101-102; or 101-103;  
Chemistry 101-102; or 121-122;  
Physics 101-102; or  
223-224; or 223-225

**HOURS  
CREDIT**

5-10

10

#### AREA III — SOCIAL SCIENCE

Political Science 101  
History 101, 102  
Courses from Anthropology  
100, Economics 151,  
Psychology 101, or Sociology 100

5

10

5

#### AREA IV — COURSES APPROPRIATE TO MAJOR FIELD

Biology 101-102  
French, German or Spanish  
Physics 101-102; or 223-224; or  
223-225

10

10

10

#### COURSES IN THE BIOLOGY MAJOR

Biology 220, 221, 222, 320; any two of the following: Biology 321, 326, 401; plus two courses chosen under the direction of the Head of the Department

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COURSES IN THE MINOR	HOURS CREDIT
Chemistry 121-122; or 101-102*, 123 and 331, 332 or 230, 311	30
ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of basic Military Science and Physical Education)	
MILITARY SCIENCE REQUIREMENTS FOR CADETS	
Basic Military Science	6
Advance Military Science	18
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)	6
MODERN LANGUAGE REQUIREMENTS: German or French 101-102-211; or 211-212, preferred; Spanish acceptable	15
U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)	
U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)	

## MAJOR IN BIOLOGY — SECONDARY EDUCATION

(For Core Curriculum Requirements see above)

COURSES IN THE MAJOR	
Biology 220, 221, 222, 320, 321, 325	30
Chemistry 121, 122*; or 101-102; 123, 230	20
Other Requirements: Physics 223-224, or 225; or 101-102*	10
PROFESSIONAL EDUCATION SEQUENCE	
Education 123, 204, 331, 332, 311, 340	30
ELECTIVES (to bring total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)	
MILITARY SCIENCE REQUIREMENTS FOR CADETS	
Basic Military Science	6
Advanced Military Science	18
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)	6
U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)	
U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)	

## MINOR IN BIOLOGY

Biology 101, 102, 220, 221, 320 and one other course as approved by the Head of the Department. Any deviation from this must be approved by both major and minor professors.	30
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## COURSES IN BIOLOGY

<b>101.</b>	<b>GENERAL BIOLOGY.</b>	<b>5 hours</b>
	<i>Fall, Winter, Spring and Summer Quarters.</i>	
	An introductory course presenting the fundamental principles of plant life with special emphasis placed on cellular organization and control and the evolutionary and ecological relationships of the major plant phyla. Labora-	

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\*As determined by Department of Chemistry and Department of Physics

tory work includes the microscopic study of cell structure and cell division, demonstration of molecular motion in biological systems, and a brief survey of the major plant groups. Four lectures and one, two-hour laboratory per week.

**102. GENERAL BIOLOGY. 5 hours**

*Fall, Winter, Spring and Summer Quarters.*

Prerequisite: Biology 101. A survey of the structural, functional, evolutionary and ecological relationships in the major animal phyla with emphasis on the study of the body systems, inheritance, and development of man. Laboratory work includes a survey of the vertebrates, dissection of a vertebrate, and experiments in human physiology. Four lectures and one, two-hour laboratory per week.

**103. ENVIRONMENTAL SCIENCE. 5 hours**

Prerequisite: None. A survey course in the fundamentals of Ecology. The proposed course will include a study of the emergence of man and his changing relationship to and impact upon his environment from the African Savannas to the urban environment.

**220. INVERTEBRATE ZOOLOGY. 5 hours**

*Fall and Spring Quarters.*

Prerequisites: Biology 101 and 102 or by permission of Head of Department. This course precedes other upper-level courses in the department. The structure and activities of lower animals will be stressed. The student will acquire dissection techniques and a knowledge of the phylogenetic relationships of the invertebrate animals. Three lectures and two, two-hour laboratory periods per week.

**221, 222. BOTANY. 5, 5 hours**

*Fall and Winter Quarters.*

Prerequisite: Biology 101 or by permission of Head of Department. A survey of the plant kingdom with emphasis upon the economic plants. Botany 221 deals primarily with the structure and physiology of seed-bearing plants. Botany 222, a continuation of Botany 221, places emphasis on development, reproduction, and relationships. Four hours of lecture and one, two-hour laboratory period each week.

**250. HUMAN ANATOMY AND PHYSIOLOGY. 5 hours**

*Fall Quarter.*

Prerequisite: Biology 220. A systematic study of the structure and function of the human body. Laboratory study includes anatomical study of the human skeleton, dissection of the Rhesus monkey, and experiments on the physiology of the muscular, circulatory, respiratory, digestive, and nervous systems. Three lectures and two, two-hour laboratories per week.

**301. LOCAL FLORA (Botany). 5 hours**

*Spring Quarter.*

Prerequisites: Biology 221 and 222. A study in identification and recogni-

tion of local plants. Three hours of lecture and two, two-hour laboratory periods per week.

- 305. ASPECTS OF AGING. 5 hours**  
A survey of the many biological aspects of the aging process. Emphasis will be placed on the gradual aging of the various organ systems and how these changes interact to produce the phenomenon of aging. Special attention will be given to nutritional problems of the aged.
- 310 a, b, c, LABORATORY PRACTICES. (each) 2 hours**  
A course in Laboratory Practices. The student serves as a regular departmental laboratory assistant. For each two hours served in the laboratory he receives one quarter-hour credit. One quarter-hour credit will also be earned for one hour of lecture-discussion on laboratory practices and procedures. Ordinarily, the student will earn two quarter-hours per quarter for three quarters.
- 320. GENETICS. 5 hours**  
*Winter, Spring, and Summer Quarters.*  
Prerequisite: Biology 102, or by permission of the Head of the Department.  
A study of the principles of heredity in plants and animals, with applications to human heredity. Four lectures and one, two-hour laboratory period per week.
- 321. COMPARATIVE ANATOMY OF THE VERTEBRATES. 5 hours**  
*Winter Quarter.*  
Prerequisite: Zoology 220. A course especially for pre-medical students and biology majors, who need preparation for more intensive study of human anatomy. Representative vertebrates will be dissected and studied in the laboratory. Three lectures and two, two-hour laboratory periods per week.
- 324. INTRODUCTORY MICROBIOLOGY. 5 hours**  
*Fall Quarter.*  
Prerequisites: Two courses in Chemistry; and Biology 221. An introduction to the principles of microbiology. The course is designed for students in the pre-professional medical programs and biology majors. The laboratory phase consists of experiments selected to develop proficiency in the microbiological techniques. Three lectures and two, two-hour laboratory periods per week.
- 325. ENTOMOLOGY. 5 hours**  
*Fall Quarter.*  
Prerequisite: Biology 220. A study is made of the insects and related arthropods as they affect the public health and animal and plant industry. This course is planned for biology majors, especially those who may wish to

go into public health work. Three lectures and two, two-hour laboratory periods per week.

- 326. ECOLOGY. 5 hours**  
*Spring Quarter.*  
A study of plants and animals in their relations to each other and to the physical and chemical factors of the environment. Three lectures and two, two-hour laboratory periods per week.
- 326. E. ECOLOGY FIELD WORK. 1 hour**
- 330. NUTRITIONAL PHYSIOLOGY. 5 hours**  
Prerequisite: Chemistry 101, 102. An introduction to the principles of nutrition, with emphasis on the human nutrient requirements and their metabolism. Food nutrients will be followed through digestive, absorptive, and metabolic pathways. The nutritional needs of humans will be studied in relation to health, growth, prevention of illness, and socioeconomic cultural influences. World nutritional problems, new food sources, food fads, and nutritional quackery will be discussed.
- 400. ANIMAL HISTOLOGY. 5 hours**  
*Winter Quarter.*  
Prerequisite: Biology 321. A study of the germ cells and early development stages of vertebrate groups. Laboratory work involves the microscopic study of vertebrate tissues. In addition, each student will use a number of microanatomic techniques to prepare a series of animal tissue slides. Three lectures and two, two-hour laboratory periods per week.
- 401. GENERAL EMBRYOLOGY. 5 hours**  
*Spring Quarter.*  
Prerequisite: Biology 321. A study of the germ cells and early development stages of vertebrates. Emphasis is placed on organology of the chick, pig, and man. Three lectures and two, two-hour laboratory periods per week.
- 410 a, b, c, d, e. INDEPENDENT STUDIES. (each) 1 hour**  
Offered on a voluntary basis to qualified biology majors during the junior and senior years by permission of the Head of the Department. The student will pursue advanced study under the supervision of a staff member.

# **DEPARTMENT OF BUSINESS ADMINISTRATION**

The general purpose of the Department of Business Administration is to provide a program of both liberal and specialized education that will prepare our students for beginning useful careers as business leaders or high school teachers.

The specific purposes of the Department of Business Administration are: 1. To provide the knowledge and analytical techniques that are essential to successful employment after graduation; 2. To develop within the student the ability to work with and to lead others; 3. To prepare students for the successful pursuit of graduate study in business administration, accounting, economics, office management, management, or business education.

## **BACHELOR OF BUSINESS ADMINISTRATION DEGREE**

Students enrolling in the Department of Business Administration have the option of pursuing a program of studies leading to the Bachelor of Business Administration Degree with a major in accounting, economics, management, or secretarial and office administration; or leading to the Bachelor of Science Degree with a major in Business Education; or to an Associate in Secretarial Science Degree; or a One-Year Proficiency Certificate in Secretarial Science.

## **BUSINESS EDUCATION PROGRAMS**

The objective of these programs is to prepare teachers of business subjects for high schools. The program for comprehensive certification is designed to prepare well-qualified teachers of all high school business subjects including shorthand. The program for bookkeeping and business management certification is designed to prepare well-qualified teachers of all high school business subjects with the exception of shorthand. Each program provides an appropriate balance of general education, business administration content, secretarial or clerical skills, and professional education courses. Both programs meet the certification requirements of the State Department of Education, and the graduate will be eligible for the T-4 Certificate.

# ASSOCIATE IN SCIENCE DEGREE IN SECRETARIAL SCIENCE

## FIRST YEAR

FALL QUARTER	HOURS	WINTER QUARTER	HOURS
Eng. 101 (Grammar and Composition)	5	Eng. 102 (Grammar and Composition)	5
Math 101 (College Math)	5	Psy. 101 (General Psychology)	5
BA 112 (Beginning Typewriting*)	2	BA 114 (Intermediate Typewriting)	2
BA 120 (Beginning Shorthand)	5	BA 121 (Intermediate Shorthand)	5
	<u>17</u>		<u>17</u>
<b>SPRING QUARTER</b>	<b>HOURS</b>		
BA 115 (Advanced Typewriting)	3		
BA 122 (Advanced Shorthand)	5		
BA 118 (Office Machines)	5		
Pol. Sci. 101 (American Govt.)	5		
	<u>18</u>		

## SECOND YEAR

FALL QUARTER	HOURS	WINTER QUARTER	HOURS
BA 151 (Principles of Economics)	5	BA 152 (Principles of Economics)	5
BA 206 (Principles of Accounting)	5	BA 207 (Principles of Accounting)	5
BA 216 (Business Communications)	5	Elective	5
	<u>15</u>		<u>15</u>

## SPRING QUARTER

	HOURS
BA 210 (Data Processing)	5
BA 224 (Advanced Secretarial Practice)	5
Elective	5
	<u>15</u>

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Other requirements: One course in physical education each quarter to include Personal Fitness (PE 103) and Swimming (PE 104).

\*Students presenting high school credit in shorthand and/or typewriting may substitute other approved courses for such secretarial courses as are replaced.



## ONE-YEAR SECRETARIAL SCIENCE PROGRAM

FALL QUARTER		WINTER QUARTER	
COURSE	HOURS	COURSE	HOURS
English 101 or Developmental Skills 50* (Grammar and Composition or Remedial English)	5-0	Bus. Adm. 206 (Principles of Accounting)	5
Math 101 or Developmental Skills 52* (College Math or Intermediate Algebra)	5-0	Bus. Adm. 216 (Business Communications)	5
Bus. Adm. 112 (Beginning Typewriting)**	2	Bus. Adm. 114 (Intermediate Typewriting)	2
Bus. Adm. 120 (Beginning Shorthand)**	5	Bus. Adm. 121 (Intermediate Shorthand)	5
	<hr/> 17-7		<hr/> 17

### SPRING QUARTER

COURSE	HOURS
Bus. Adm. 210 (Data Processing)	5
Bus. Adm. 115 (Advanced Typewriting)	3
Bus. Adm. 122 (Advanced Shorthand)	5
Bus. Adm. 218 (Office Machines)	5
	<hr/> 18

\*Developmental Skills 50 and Developmental Skills 52 are acceptable for the One-Year Proficiency Certificate in Secretarial Science. Students desiring to apply credits toward a college degree must complete English 101 and Math 101.

\*\*Students presenting high school credit in shorthand and/or typewriting may substitute other approved courses for such secretarial courses as are replaced.

## ACCOUNTING, ECONOMICS, MANAGEMENT, OR MARKETING

### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102; or 105H	5-10	Mathematics 101-102, 113H	5-10
Courses from English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence)	10
Fine Arts 252 (if only one of the above is selected)	0-5	Biology 101-102	
		Chemistry 101-102; or 121-122	
		Physics 101-102; or 110-111; or 223-224; or 223-225	
		A 100-200 level five-hour course in Biology, Chemistry, Mathematics or Physics.	5

*Continued*

## ACCOUNTING, ECONOMICS, MANAGEMENT, OR MARKETING

AREA III — SOCIAL SCIENCE	HOURS CREDIT	AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD	CREDIT
Political Science 101	5		
100-200 level courses in History	10-15	Business Administration 151, 152, 206, 207, 210 and 216	30
A course from Anthropology 100, Psychology 101, or Sociology 100	0-5		

### ACCOUNTING MAJOR

(For Core Curriculum Requirements see above)	
Business Administration 302, 340, 350, 360, 362, 380, 385, 390, 395, 420, 425, 426 or 427, 460, 465, and 490	75
ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)	
MILITARY SCIENCE REQUIREMENTS FOR CADETS	
Basic Military Science	6
Advanced Military Science	18
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)	6
MODERN LANGUAGE REQUIREMENTS (See page 63)	
U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)	
U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)	

### ECONOMICS MAJOR

(For Core Curriculum Requirements see above)	
Business Administration 302, 340, 350, 360, 362, 370, 375, 420, 440, 445, 450, 460, 465 and 490	70
ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)	
MILITARY SCIENCE REQUIREMENTS FOR CADETS	
Basic Military Science	6
Advanced Military Science	18
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)	6
MODERN LANGUAGE REQUIREMENTS (See page 63)	
U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)	
U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)	

### MANAGEMENT MAJOR

(For Core Curriculum Requirements see above)	
Business Administration 302, 340, 350, 360, 362, 420, 422, 426 or 427, 435, 460, 465, 480, 490 and 495	70
ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)	
MILITARY SCIENCE REQUIREMENTS FOR CADETS	
Basic Military Science	6

Advanced Military Science	18
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)	6
MODERN LANGUAGE REQUIREMENTS (See page 63)	
U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)	
U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)	
<b>MARKETING MAJOR</b>	
(For Core Curriculum Requirements see above)	
Business Administration 302, 340, 350, 355, 360, 362, 420, 430, 460, 465, 480, 490 and 495	65
ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)	
MILITARY SCIENCE REQUIREMENTS FOR CADETS	
Basic Military Science	6
Advanced Military Science	18
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)	6
MODERN LANGUAGE REQUIREMENTS (See page 63)	
U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)	
U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)	

## MAJOR IN SECRETARIAL AND OFFICE MANAGEMENT

### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102; or 105H	5-10	Mathematics 101; or 113H	5
Courses from English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence)	10
Fine Arts 252 (if only one of the above is selected)	0-5	Biology 101-102	
		Chemistry 101-102; or 121-122	
		Physics 101-102; or 110-111; or 223-224; or 223-225	
		A 100-200 level five-hour course in Biology, Chemistry, Mathematics or Physics	5
<b>AREA III — SOCIAL SCIENCE</b>		<b>AREA IV — COURSES APPROPRIATE TO MAJOR FIELD</b>	
Political Science 101	5	Business Administration 151, 152, 206, 207, 210 and 216	30
100-200 level courses in History	10-15		
A course from Anthropology 100, Psychology 101, or Sociology 100	0-5		

SECRETARIAL AND OFFICE MANAGEMENT MAJOR	
Business Administration 302, 312, 314, 315, 320, 321, 322, 350, 362, 418, 420, 423, 424, 460, 465, 480, 490, and 495	82
ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)	

**MILITARY SCIENCE REQUIREMENTS FOR CADETS**

Basic Military Science	6
Advanced Military Science	18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157) 6

MODERN LANGUAGE REQUIREMENTS (See page 63)

U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

**MAJOR IN BUSINESS EDUCATION****FOR BOOKKEEPING AND BUSINESS MANAGEMENT CERTIFICATION****CORE CURRICULUM REQUIREMENTS****AREA I — HUMANITIES**

	<b>HOURS CREDIT</b>	<b>AREA II — MATHEMATICS AND NATURAL SCIENCE</b>	<b>HOURS CREDIT</b>
English 101-102; or 105H	5-10	Mathematics 101 and 102	10
Courses from English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence)	10
Fine Arts 252 (if only one of the above is selected)	5-5	Biology 101-102	
		Chemistry 101-102; or 121-122	
		Physics 101-102; or 110-111; or 223-224; or 223-224	

**AREA III — SOCIAL SCIENCE**

Political Science 101	5
100-200 level courses in History	10
Business Administration 151	5

**AREA IV — COURSES APPROPRIATE TO MAJOR FIELD**

Business Administration 206, 207 and 216	15
Education 204 and Psychology 101	10
Anthropology 100; or Sociology 100	5

**BUSINESS EDUCATION MAJOR**

Business Administration 152, 210, 312*, 314, 315, 340, 360, 362, 380, 418, and 420	44-46
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**PROFESSIONAL EDUCATION SEQUENCE**

Education 305, 311c, 421c, and 431c	30
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ELECTIVES (to bring the total number of credit hours to at least 185  
exclusive of Basic Military Science and Physical Education)

**MILITARY SCIENCE REQUIREMENTS FOR CADETS**

Basic Military Science	6
Advanced Military Science	18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157) 6

MODERN LANGUAGE REQUIREMENTS (See page 63)

U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

\*Not open to students having more than one year of high school credit in typewriting.

**MAJOR IN BUSINESS EDUCATION**  
**FOR COMPREHENSIVE CERTIFICATION**  
**CORE CURRICULUM REQUIREMENTS**

<b>AREA I — HUMANITIES</b>	<b>HOURS CREDIT</b>	<b>AREA II — MATHEMATICS AND NATURAL SCIENCE</b>	<b>HOURS CREDIT</b>
English 101-102; or 105H	5-10	Mathematics 101 and 102	10
Courses from English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence) Biology 101-102	10
Fine Arts 252 (if only one of the above is selected)	5-5	Chemistry 101-102; or 121-122 Physics 101-102; or 110-111; or 223-224; or 223-225	

<b>AREA III — SOCIAL SCIENCE</b>		<b>AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD</b>	
Political Science 101	5	Business Administration 206, 207 and 216	15
100-200 level courses in History	10	Education 204 and Psychology 101	10
Business Administration 151	5	Anthropology 100; or Sociology 100	5

**BUSINESS EDUCATION FOR COMPREHENSIVE CERTIFICATION MAJOR**  
 Business Administration 152, 210, 312\*, 314, 315, 321, 322, 362, 418,  
 420, and 424 44-46

**PROFESSIONAL EDUCATION SEQUENCE**  
 Education 305, 311c, 421c, and 431c 30

**ELECTIVES** (to bring the total number of credit hours to at least 185  
 exclusive of Basic Military Science and Physical Education)

**MILITARY SCIENCE REQUIREMENTS FOR CADETS**

Basic Military Science	6
Advanced Military Science	18

**BASIC PHYSICAL EDUCATION REQUIREMENTS** (See page 157) 6

**MODERN LANGUAGE REQUIREMENTS** (See page 63)

**U. S. AND GEORGIA CONSTITUTION REQUIREMENT** (See page 65)

**U. S. AND GEORGIA HISTORY REQUIREMENT** (See page 65)

**MINOR IN ACCOUNTING**

Business Administration 206, 207, 380, 385 and 390 25

**MINOR IN ECONOMICS**

Business Administration 151, 152, 370, 375 and 440; or 445; or 450 30

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\*Not open to students having more than one year of high school credit in typewriting.

# COURSES IN BUSINESS ADMINISTRATION

- 151. PRINCIPLES OF ECONOMICS. 5 hours**  
*Fall, Winter, and Spring Quarters.*  
This course provides an introduction to economic analysis by presenting an overall picture of the operation of our economy. Specific topics covered include economic institutions of American capitalism, employment theory, fiscal policy, money and banking, monetary policy, and economic growth.
- 152. PRINCIPLES OF ECONOMICS. 5 hours**  
*Fall, Winter, and Spring Quarters.*  
Prerequisite: Business Admin. 151. A study of economics which concentrates on the determination of prices in competitive and monopolistic markets, distribution of income along functional lines, international trade, and comparative economic systems.
- 206. PRINCIPLES OF ACCOUNTING. 5 hours**  
*Fall, Winter, and Spring Quarters.*  
An introductory course in standard accounting practice. Recognized procedures and conventions are used in recording, analyzing and interpreting financial records. Emphasis is placed on the proprietorship form of business organization. Three lectures and two, two-hour laboratories each week.
- 207. PRINCIPLES OF ACCOUNTING. 5 hours**  
*Fall, Winter, and Spring Quarters.*  
Prerequisite: Business Admin. 206. A continuation of Business Administration 206 with emphasis on the partnership and corporate forms of business organizations. In addition, manufacturing operations and further analytical processes are studied. Three lectures and two, two-hour laboratories each week.
- 210. ELECTRONIC DATA PROCESSING AND INFORMATION SYSTEMS. 5 hours**  
A study of the basic principles of electronic data processing from the point-of-view of their application to the assembling, storing, and processing of business and economic data appropriate to decision making. Problems in management science necessitating the use of the computer will be programmed and processed.

- 216. BUSINESS COMMUNICATIONS. 5 hours**  
*Fall and Winter Quarters.*  
 Prerequisites: English 101 and 102. Practice in the use of correct and forceful English in writing business letters and reports. Study and analysis of sales, credit, adjustment, application letters and business reports.
- 302. ECONOMIC GEOGRAPHY. 5 hours**  
 A study of the effects of man's environment on his economic activity. Distribution of the world's physical features, mineral resources, soils, and climates are major topics discussed with emphasis on the world production in agriculture, forestry, mining and manufacturing.
- 305. RISK AND INSURANCE. 5 hours**  
*On Demand.*  
 Prerequisite: Business Administration 151. Studies the nature of risk and the role of insurance in risk management from individual and business viewpoints by considering insurance carriers, contracts, underwriting, and regulation.
- 112-312. BEGINNING TYPEWRITING. 2 hours**  
*Fall Quarter.*  
 An introductory course in typewriting. Major emphasis is given to the techniques of machine operation, speed, accuracy, and continuity and control of movement in the development of usable typewriting skills. Business-letter forms and problem typewriting are introduced.
- 114-314. INTERMEDIATE TYPEWRITING. 2 hours**  
*Winter Quarter.*  
 Prerequisite: Business Admin. 312. A continuation of Business Administration 312. Further study of the theory and techniques of typewriting, including a thorough study of business-letter forms, tabulated material, and manuscripts. Successful completion of this course requires a speed of 45 words a minute.
- 115-315. ADVANCED TYPEWRITING. 3 hours**  
*Spring Quarter.*  
 Prerequisite: Business Admin. 314. A continuation of 314. Major emphasis is on the development of speed and accuracy sufficient for vocational use. Successful completion of this course requires a speed of 60 words a minute.
- 120-320. BEGINNING SHORTHAND. 5 hours**  
*Fall Quarter.*  
 The theory of Gregg Shorthand with sufficient practice to develop skill in taking dictation at a speed of 60 words a minute. Personal use as well as vocational values are emphasized. Credit not given until Business Administration 321 is completed.

- 121-321. INTERMEDIATE SHORTHAND. 5 hours**  
*Winter Quarter.*  
 Prerequisite: Business Admin. 320 or equiv. A continuation of Business Administration 320. Sufficient practice is provided to develop skill in taking dictation at a speed of 80 words a minute.
- 122-322. ADVANCED SHORTHAND. 5 hours**  
*Spring Quarter.*  
 Prerequisite: Business Admin. 321 or equiv. A continuation of Business Administration 321. Rapid dictation and transcription are the major objectives. A dictation speed of 100 words a minute is required.
- 330. CONSUMER ECONOMICS. 5 hours**  
*Spring Quarter.*  
 This course is designed for teachers and those students who desire a detailed study of consumer problems. The more important elements of consumer education are reviewed, including consumer goods, consumers' services, buying problems, consumer organization, problems of personal finance, and well-balanced spending programs.
- 340. MATHEMATICS OF BUSINESS AND ECONOMICS. 5 hours**  
*Fall and Winter Quarters.*  
 Prerequisites: Business Admin. 151, Math 101 and 102. A study of mathematical topics which have relevance for students whose major is in one of the management-economic areas. Topics included are linear systems, logarithms, mathematics of finance, and differential and integral calculus.
- 350. PRINCIPLES OF MARKETING. 5 hours**  
*Fall and Winter Quarters.*  
 Prerequisites: Business Admin. 151 and 152. A functional study of market organization designed to introduce the student to the major institutions and basic theories in the field of marketing. Levels of marketing, organizations operations at each level and their functions, price policy, marketing cost, and relative efficiency of various marketing methods are principal topics.
- 355. PRINCIPLES OF ADVERTISING. 5 hours**  
 A study of the planning, organizing, and controlling involved in the management of the advertising function of business. Major consideration is given to budgeting for advertising, advertising research, media selection, preparation of advertisements, services of advertising agencies, and the economic and social effects of advertising.
- 357. REAL ESTATE. 5 hours**  
 A study of the concepts, principles, practices, and laws relating to acquiring, holding, utilizing, and disposing of real property.



- 360. PRINCIPLES OF STATISTICS. 5 hours**  
*Winter and Spring Quarters.*  
 Prerequisites: Business Admin. 151 and 152. A course in statistical materials and methods with special reference to the economic applications of these methods. Topics covered will include collection, tabulation, and presentation of data.
- 362. BUSINESS LAW. 5 hours**  
*Winter and Spring Quarters.*  
 A study of contracts; sales; bailments; negotiable instruments; the law of employment, partnership, and corporations; and risk-bearing devices. Reference is made to modern legislation affecting business and employers.
- 370. INTERMEDIATE ECONOMIC ANALYSIS. 5 hours**  
*Fall Quarter.*  
 Prerequisites: Business Admin. 151 and 152. An intensive study of price theory and its uses. Specific topics covered include the theory of demand, the theory of the firm, pricing in competitive and monopolistic markets, and the pricing of economic resources.
- 375. MACROECONOMIC ANALYSIS. 5 hours**  
*Winter Quarter.*  
 Prerequisites: Business Admin. 151 and 152. An intensive study of the measurement, analysis, and control of aggregate economic activity. The economic principles underlying national income, business cycles, and growth are examined; and particular attention is given to problems involved in formulating economic policies.
- 380. INTERMEDIATE ACCOUNTING. 5 hours**  
*Fall Quarter.*  
 Prerequisites: Business Admin. 206 and 207. An advanced study of the accounting theory, principles, and procedures of corporate, partnership, and proprietorship forms of business. This includes the fundamental accounting processes, financial statements, working capital items, valuation procedures, current liabilities, investment, and plant and equipment acquisition and use.
- 385. INTERMEDIATE ACCOUNTING. 5 hours**  
*Winter Quarter.*  
 Prerequisite: Business Admin. 380. A continuation of Business Administration 380. Major emphasis is devoted to accounting for intangibles, long-term debt, corporate capital, paid-in capital, retained earnings, analytical processes, and statements of applications of funds.
- 390. ADVANCED ACCOUNTING. 5 hours**  
*Spring Quarter.*  
 Prerequisite: Business Admin. 385. A more advanced study of accounting procedures with attention given to the more difficult and specialized

phases that arise in consignment, installment sales, larger organizations, consolidations, estates and trusts, and actuarial science.

- 395. AUDITING. 5 hours**  
Prerequisites: Business Admin. 206 and 207. A course in the theory and practice of professional and general auditing. Auditing standards, internal control, government regulation, and formal report writing are other major topics emphasized.
- 118-418. OFFICE MACHINES. 5 hours**  
Prerequisites: Business Admin. 314 or equiv. An introductory course covering various types of office machines and their use. Students receive instruction and do individual work on adding, calculating, transcribing, posting, direct process and indirect process duplicating machines, and other machines in common use in modern business offices.
- 420. INDUSTRIAL MANAGEMENT. 5 hours**  
*Spring Quarter.*  
This course is designed to familiarize students with the functions of the management process. Major emphasis is devoted to planning, organizing, and controlling and their subfunctions. Attention is given to the new techniques and tools of planning including electronic computers.
- 421. HISTORY AND PHILOSOPHY OF VOCATIONAL AND BUSINESS EDUCATION. 5 hours**  
This course is designed to acquaint students with the philosophy and principles of vocational education in general and vocational business education specifically; federal financial support and other encouragement; organization, administration, and supervision of vocational education.
- 422. BUSINESS POLICY DECISION MAKING. 5 hours**  
Prerequisite: Business Administration 420. The application of managerial, financial, marketing, and accounting principles to the specific problems involved in the formulation of consistent business policies and the maintenance of efficient organization. Some use of cases and management simulation exercises are included.
- 423. OFFICE MANAGEMENT. 5 hours**  
Prerequisite: Business Administration 420. A study of the philosophy, principles, and concepts involved in the planning and organizing for and the controlling of the office function of a modern business. Major consideration is given to the personnel and physical facilities of the office, as well as the flow of office work.

- 224-424. ADVANCED SECRETARIAL PRACTICE. 5 hours**  
Prerequisites: Business Admin. 315 and 322. This course combines shorthand and typewriting in the transcription of shorthand notes and the development of office proficiency. Activities of the modern office will be observed with emphasis on the principles, procedures, and systems of filing.
- 425. INCOME TAX ACCOUNTING. 5 hours**  
Prerequisites: Business Admin. 206 and 207. A study of federal income tax laws. The various types of returns are studied and emphasis is placed on the determination of income and legal deductions in order to determine taxable net income.
- 426. COST ACCOUNTING. 5 hours**  
Prerequisites: Business Admin. 206 and 207. A study of the theory and practice of accounting for manufacturing and selling costs. Detailed consideration is given to elements of cost — direct labor, direct materials, and factory overhead. Process, job order, and standard cost systems are also emphasized.
- 427. MANAGERIAL ACCOUNTING. 5 hours**  
*On Demand.*  
Prerequisites: Business Admin. 206 and 207. A study of the use of accounting as a tool in the decision making process. Major topics covered include budgeting, gross profit, and break-even and cost profit-volume analysis, capital expenditures, and internal profit measurement.
- 430. MARKETING MANAGEMENT. 5 hours**  
*On Demand.*  
Prerequisites: Bus. Admin. 350 and 420. A study of various policies and problems requiring decisions by marketing management in the areas of product policy, distribution policies and physical distribution, pricing, advertising, sales promotion, and management of personal selling.
- 435. PRODUCTION MANAGEMENT. 5 hours**  
Prerequisite: Business Admin. 420. The objective of this course is to familiarize the student with the nature and scope of production management in modern industry. The topics emphasized are production planning and scheduling, plant layout, materials handling, inventory control, quality control, and related topics from the point-of-view of both the human and material elements of the production system.
- 440. INTERNATIONAL TRADE. 5 hours**  
*On Demand.*  
Prerequisite: Business Admin. 151 and 152. A study of economic principles applicable to trade between nations covering such topics as the balance of payments, foreign exchange rate determination, price and income ef-

fects on the composition and level of trade, and economic development relating to trade policy.

- 445. DEVELOPMENT OF ECONOMIC THOUGHT. 5 hours**  
Prerequisites: Business Admin. 151 and 152. A study of the development of economic ideas with major emphasis on writers. The purpose of the course is to establish a synthesis of evolving doctrines which have the basis of currently accepted economic theory.
- 450. PUBLIC FINANCE. 5 hours**  
Prerequisites: Business Admin. 151 and 152. A study of the principles and techniques of government debt; specific tax and non-tax revenues; and expenditures at the national, state and local levels.
- 460. MONEY AND BANKING. 5 hours**  
*Fall and Winter Quarters.*  
Prerequisites: Business Admin. 151 and 152. A study of the basic principles and concepts of money and credit and their importance in the present economy. The major topics emphasized are the key role of the commercial banking system in our economy, central banking as a means of expanding and stabilizing the supply of money and credit, monetary theory, monetary and fiscal policies, international banking and finance, and other banking and credit institutions.
- 465. BUSINESS FINANCE. 5 hours**  
*Winter and Spring Quarters.*  
A study of financial organization and management from the standpoint of the chief financial officer of an operating business. Major topics emphasized are choosing a form of organization, planning and managing assets, planning the financial structure, managing short- and intermediate-term funds, managing long-term funds, and valuing business enterprises.
- 470. INVESTMENT MANAGEMENT. 5 hours**  
*On Demand.*  
The purpose of the course is to provide training in the formulation of investment programs and the determination of policy adapted to the student's individual needs. Topics studied include sources of information for the investor, types of securities, security markets and their operation, movement of security prices, types of industries and their characteristics, analysis of financial statements, and investment principles and safeguards.
- 480. RETAILING MANAGEMENT. 5 hours**  
*Winter Quarter.*  
A study of the organization, planning, policies, procedures, problems, and controlling of the various types of retailing institutions. The major topics emphasized include the selection of retailing locations; organization of retailing establishments; merchandising policies and procedures; retailing

services; and the selection, training, compensation and supervision of retailing personnel.

490.

### **LABOR ECONOMICS.**

**5 hours**

*Fall and Winter Quarters.*

Prerequisites: Business Admin. 151 and 152. A study of the origin of the labor movement; population and the labor force; organized labor; union organization and management; collective bargaining; and the problems of unemployment, full employment, wage theory and policies, and labor legislation.

495.

### **PERSONNEL MANAGEMENT.**

**5 hours**

*Winter and Spring Quarters.*

A study of the principles and procedures of the recruitment, selection, and placement of a labor force. Treatment of grievances, problems of collective bargaining, compensation policies, merit rating, promotion, transfer and discharge, training and personnel records are emphasized.



# DEPARTMENT OF CHEMISTRY

The Department of Chemistry offers courses leading to two levels: the professional major and the non-professional major.

## THE PROFESSIONAL CURRICULUM IN CHEMISTRY

If a student pursues a professional curriculum major, it is presumed that the student wishes to become a professional chemist. The student is also prepared to enter graduate school in order to secure an M.S. or Ph.D. degree in preparation for a career in chemical research. Since the requirements for a Bachelor of Science Degree in Chemistry are rather demanding, a student should maintain a general average of C+ and a B average in science. If he should not do so, he will be asked to shift to the non-professional degree. The non-professional degree will not prepare the student to enter graduate school in Chemistry.

## THE NON-PROFESSIONAL CURRICULUM IN CHEMISTRY

This curriculum is designed for those students who wish to study chemistry but who will probably not follow chemistry as a profession in chemical research. Such students might feel that chemistry would contribute toward a related profession. The student may be interested in a pre-medical or pre-engineering career, a military career, a career as a laboratory technician, a career in high school teaching or a career in chemical sales. Although high scholarship is to be sought, the non-professional curriculum is less demanding in breadth of courses in chemistry and mathematics than is the professional curriculum.

### MAJOR IN CHEMISTRY — PROFESSIONAL

#### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102; or 105H and 5 hours of Modern Language	10	Mathematics 101; or 113H	5
Courses from English 203, 204, 205, 206, 207	10	Sciences: (one ten-hour sequence)	10
		Biology 101-102	
		Chemistry 121-122	
		Physics 223-224; or 223-225	
		Any science course listed above not taken in the ten-hour sequence or Math 102	5

*Continued*

## MAJOR IN CHEMISTRY — PROFESSIONAL

AREA III — SOCIAL SCIENCE	HOURS CREDIT	AREA IV — COURSES APPROPRIATE TO MAJOR FIELD	HOURS CREDIT
Political Science 101	5	Chemistry 123, 204	10
History 100; or 103	5	Physics 101-102; or 223-224-225	0-10
Courses from the following:	10	Biology 101, 102, 220	0-15
Anthropology 100		Mathematics 122-245	0-10
History 101, 102, 103			
Economics 151, 152			
Psychology 101			
<b>CHEMISTRY MAJOR</b>			
Chemistry 123, 204, 331, 332, 333, 341, 342, 343 and two additional courses at the 400 level approved by the department head			50
OTHER REQUIREMENTS: Physics 223, 224 and 225			15
OTHER REQUIREMENTS: Math 245, 246 and 247			15
<b>COURSES IN THE MINOR</b>			
Biology, Physics, or Mathematics (requirements for minor are listed in each departmental offering)			30-20-25
<b>ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)</b>			
<b>MILITARY SCIENCE REQUIREMENTS FOR CADETS</b>			
Basic Military Science			6
Advanced Military Science			18
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)			6
<b>MODERN LANGUAGE REQUIREMENTS: German 101, 102 and 211 or 211, 212</b>			
			15-10
<b>U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)</b>			
<b>U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)</b>			

## MAJOR IN CHEMISTRY — NON-PROFESSIONAL

### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102; or 105H and 5 hours of Modern Language	10	Mathematics 101; or 113H	5
Courses from English 203, 204, 205, 206, 207	10	Sciences: (one ten-hour sequence)	10
		Biology 101-102	
		Chemistry 101-102; or 121-122	
		Physics 223-224-225	
		Any science course listed above not taken in the ten-hour sequence or Math 102	5

*Continued*

## MAJOR IN CHEMISTRY — NON-PROFESSIONAL

AREA III — SOCIAL SCIENCE	HOURS CREDIT	AREA IV — COURSES APPROPRIATE TO MAJOR FIELD	HOURS CREDIT
Political Science 101	5	Chemistry 123, 204	10
History 100; or 103	5	Physics 223-224-225	0-10
Two courses from		Biology 101, 102, 220	0-15
Anthropology 100; Economics		Mathematics 122-245	0-10
151, 152; History 101, 102, or			
103; Psychology 101	10		
COURSES IN THE MAJOR			
Chemistry 123, 204, 331, 332, 340 and one other course			30
Physics 223, 224; or Biology 101, 102			10
COURSES IN THE MINOR			
Biology, Physics or Mathematics (requirements for minor are listed in each departmental offering)			30-20-25
ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)			
MILITARY SCIENCE REQUIREMENTS FOR CADETS			
Basic Military Science			6
Advanced Military Science			18
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)			
			6
MODERN LANGUAGE REQUIREMENTS (See page 63)			
U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)			
U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)			

## MAJOR IN CHEMISTRY — SECONDARY EDUCATION

### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102; or 105H and Fine Arts 152	10	Mathematics 101; or 113H	5
Courses from English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence)	10
Fine Arts 252 (if only one of the above is selected)	5-5	Biology 101-102	
		Chemistry 121-122	
		Physics 101-102; or 223-224-225	
		Any science course listed above not taken in the ten-hour sequence or Math 102	5

*Continued*



## MAJOR IN CHEMISTRY — SECONDARY EDUCATION

AREA III — SOCIAL SCIENCE	HOURS CREDIT	AREA IV — COURSES APPROPRIATE TO MAJOR FIELD	CREDIT
Political Science 101	5	Chemistry 123, 204	10
History 100; or 103	5	Physics 101-102; or 223-224	0-10
Courses from the following:		Biology 101, 102	0-10
Anthropology 100; History			
101, 102, 103; Psychology 101;			
Sociology 100	10		
CHEMISTRY MAJOR			
Chemistry 123, 204, 311, 331, 332, 340			30
PROFESSIONAL EDUCATION SEQUENCE			
Education 204, 305, 311c, 421c, 431c			35
ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)			
MILITARY SCIENCE REQUIREMENTS FOR CADETS			
Basic Military Science			6
Advanced Military Science			18
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)			
			6
U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)			
U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)			

## DUAL DEGREE PROGRAM — CHEMISTRY

A Dual Degree Program is offered by North Georgia College in cooperation with Georgia Tech. This program offers a student the opportunity to attend a liberal arts college for three years before embarking on professional academic work at Georgia Tech for an additional two years.

After completing the academic requirements of the two cooperating institutions, the student shall be awarded a bachelors degree from North Georgia College and one of several designated bachelor's degrees from the Georgia Institute of Technology.

Dual Degree candidates from North Georgia College who work toward a B.S. in Chemistry are eligible to seek any of the following degrees at Georgia Tech.:

- Bachelor of Chemical Engineering
- Bachelor of Science in Textile Chemistry
- Bachelor of Science in Textiles

## DUAL DEGREE REQUIREMENTS:

1. Complete 140 quarter hours at North Georgia College as outlined below (exclusive of basic military and P.E.)
2. A recommendation from the Academic Dean of North Georgia College
3. A college grade-point average and specified test results which would indicate that the student could satisfactorily complete the degree requirements at Georgia Tech.
4. Complete a Georgia Tech study program which equals the number of credit hours required of normal juniors and seniors enrolled in the standard curriculum for the degree being sought.
5. If the official study program at Georgia Tech includes electives and the candidate has excessive hours from North Georgia College, he may petition that these excess hours be used as transfer credit to Georgia Tech. Such transfer credit shall not amount to more than one half of the official study program at Georgia Tech.

## SPECIAL PROVISION FOR GRADUATE STUDY UNDER THE DUAL DEGREE AGREEMENT

1. The two colleges may extend permission for highly qualified, specially selected undergraduates to enter Georgia Tech at the end of three or more years of undergraduate study at North Georgia College with the intent that the degree being sought at Georgia Tech shall be at the masters level.
2. The specially selected individual shall complete enough undergraduate course work to meet the graduation requirements of North Georgia College.
3. The specially selected individual shall complete a minimum of 50 hours of graduate work at Georgia Tech.
4. Application for admission to the Graduate Division at Georgia Tech will be made during the first year in residence there with admission requirements being based on the usual recognized standards.

## CORE CURRICULUM REQUIREMENTS — DUAL DEGREE PROGRAM

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101, 102; or 105H	5-10	Mathematics 101, 102	10
English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence)	10
Modern Language	0-10	Chemistry 121, 122 or Physics 223, 224	

**AREA III — SOCIAL SCIENCE**

Political Science 101	5
History 100*, 101, 102, 103	5-15
Courses from Psychology 101, 205; Sociology 100; Anthropology 100; or Economics 151, 152	0-10

**AREA IV — COURSES APPROPRIATE TO MAJOR FIELD**

Chemistry 121, 122, 123, 204	0-20
Physics 223, 224, 225	0-15
Mathematics 122, 245, 246, 247	0-15

\*This requirement can be satisfied by successfully passing an examination on American and Georgia history administered by the Department of Social Science

**NOTE:** The 140 hours at North Georgia College must include Physics 223, 224, 225, 230; Mathematics 245, 246, 247, 300; Chemistry 331, 332, 333, 204; and Military 300, 301, 302.

**MINOR IN CHEMISTRY**

Chemistry 121, 122, 123, 230 and one other course approved by the head of the Chemistry Department. 25

**COURSES IN CHEMISTRY****101, 102. INTRODUCTORY CHEMISTRY. 5, 5 hours**

These courses are primarily for non-science majors or those students who do not have a strong background in high school chemistry, science, and mathematics. Four hours lecture and one laboratory period each week.

**121, 122. GENERAL CHEMISTRY. 5, 5 hours**

Admission to these courses will be by a standardized placement test and other scores. Normally these two courses would be taken by all science majors. (Note schedule for a minor in chemistry.)

These courses will emphasize theory and mathematical applications more than 101 and 102 and will have a physical chemistry emphasis. Normally the student will have had 3 years of high school mathematics as well as high school physics.

**CHEMISTRY 121**

Four hours lecture and one laboratory period per week.

**CHEMISTRY 122**

Four hours lecture and one laboratory period per week.

**123. INTRODUCTION TO CHEMICAL ANALYSIS. 5 hours**

Prerequisite: Chemistry 122. Three hours lecture and two laboratory periods per week. The laboratory work of this course will consist of qualitative analysis and a brief introduction to quantitative analysis.

- 204. QUANTITATIVE ANALYSIS. 5 hours**  
 Prerequisite: Chemistry 123. The student will perform various volumetric titrations, and a gravimetric sulfate. Such instruments as the pH meter, colorimeter, and X-ray diffractometer will be studied with appropriate experiments performed. Three hours of lecture and two laboratory periods per week.
- 230. ORGANIC CHEMISTRY. (Brief Course.) 6 hours**  
 Prerequisites: Chemistry 102, or 123. A short course in organic chemistry. Five lectures and one laboratory per week. This course should meet the requirements of pre-dental, home economics, and medical technology curricula.
- 311. INTRODUCTION TO BIOCHEMISTRY. 5 hours**  
 Prerequisites: Chemistry 102, or 123. This course discusses intermediate metabolism and the various classes of compounds involved in those transformations. Four lectures and one laboratory period per week.
- 331, 332, 333. ORGANIC CHEMISTRY. 5, 5, 5 hours**  
 Prerequisite: Chemistry 123. These courses are designed to introduce the student to functional groups and their interconversion, the mechanism of chemical reaction, conformational analysis, and stereo-chemistry. The third quarter includes an introduction to carbohydrates and amino acids, kinetic methods and an introduction to problems of organic synthesis.
- CHEMISTRY 331**  
*Fall Quarter.*  
 Four lectures and one laboratory period each week.
- CHEMISTRY 332, 333**  
*Winter, Spring Quarters.*  
 Three lectures and two laboratory periods per week.
- 340. PHYSICAL CHEMISTRY. (Brief Course) 5 hours**  
 This course is a non-calculus introduction to physical chemistry. Emphasis is placed on the application of physical chemical principles to the life sciences. Four lectures and one laboratory period per week.
- 341, 342, 343. PHYSICAL CHEMISTRY. 5, 5, 5 hours**  
*Fall, Winter and Spring Quarters.*  
 Prerequisites: Chemistry 204, three quarters of general physics, two quarters of calculus. A course presenting the fundamental principles of physical chemistry. Such topics as structure of atoms and molecules, states of matter, thermodynamics, chemical kinetics, and the phase rule are discussed. The laboratory work is integrated with the course work and some familiarity with recent physio-chemical techniques will be acquired. Four hours lecture and one laboratory period each week.

- 421. INORGANIC CHEMISTRY. 5 hours**  
Prerequisite: Chemistry 340 or 341. An extension of the study of inorganic chemistry begun in general chemistry. The current theories of atomic structure and bonding in complex ions, crystal system, and some descriptive inorganic chemistry will be discussed. Four lectures and one laboratory period per week.
- 431. INTRODUCTION TO ORGANIC ANALYSIS. 5 hours**  
The course will be devoted to qualitative organic analysis and will be an extension of the identification done as part of the laboratory work of the basic year course in organic chemistry. Instrumentation such as the infrared spectrophotometer, the ultraviolet spectrophotometer, the gas chromatograph, and other tools will be used to accomplish the stated objectives. Three hours lecture and two laboratory periods per week.
- 441. INSTRUMENTAL ANALYSIS. 5 hours**  
The lectures will consist of the discussion of various instrumental methods and applications. Analysis will be carried out using the flame photometer, atomic absorption, X-ray diffraction, and colorimetric methods. Three lectures and two laboratory periods per week.
- 451. a, b, c. INTRODUCTION TO CHEMICAL RESEARCH. 2, 2, 2 hours**  
Prerequisite: Chemistry 343. This course is designed to prepare the student for employment as a research assistant upon the completion of the B.S. degree, or for the research work for an advanced degree. It will consist of one or two lectures or conference hours per week throughout the senior year (9 months) together with an indeterminate amount of unscheduled laboratory work. It is anticipated, however, that the laboratory work will not average less than five hours per week. The subject matter of the lectures will be the technique of research, use of technical reference literature, theory of errors, and analysis of experimental data, and report writing. The laboratory work of the first quarter will consist of exercises in glass-blowing and the construction of glass equipment. In the second and third quarters, the student will be assigned a minor research project on which he will prepare a report.
- 461. a, b, c. INDEPENDENT STUDY. 1, 1, 1 hour**  
Topics in the history of Chemistry, a review of certain topics from previous courses, and directed library readings. The student will report his work by class talks and written reports.
- 471. MOLECULAR STRUCTURE AND SPECTROSCOPY. 5 hours**  
This course will cover the use of various spectroscopic methods for examining molecular structure. The use of I.R., and X-ray will constitute the basis of laboratory work. Three lecture hours and two three-hour laboratory periods per week.

# DEPARTMENT OF EDUCATION

To be eligible to receive a four-year professional teacher's certificate in Georgia one must complete a bachelor's degree program designed to meet the needs of teachers in a specific teaching field and be recommended by the college whose program has been completed. Each teacher-education program must have the approval of the State Department of Education. North Georgia College offers programs in:

Early Childhood Education

Education of Auxiliary Personnel

Elementary Education

Junior High Grades Education

Secondary Education to include teaching fields in: Business Education; English; Foreign Language—French; Mathematics; Science—Biology; Science—Chemistry; Science—General (Junior High Grades); Science—Physics; Social Science—History; Social Science—Political Science; Behavioral Science—Psychology; Behavioral Science—Sociology.

Course requirements for the elementary and junior high grades programs are found in the Education section of this catalog. Course descriptions of the programs in the teaching fields of secondary education are found in the area of the catalog devoted to that specific academic area.

## ADMISSION REQUIREMENTS

In the first quarter of the sophomore year interested students enroll in Education 204, *Introduction to Education*. While a member of this class, every effort is made to expose the students to the nature of the profession of teaching in all of its aspects—philosophical, historical and sociological. As a part of the content of this course, the student is administered the Minnesota Teacher Attitude Inventory (MTAI), which is designed to predict how well the teacher will get along with pupils in interpersonal relationships and, indirectly, how well satisfied he or she will be with teaching as a vocation.

To be eligible for admission to one of the teacher education programs, a student must;

1. Complete Education 204, *Introduction to Education*, with a grade of C or better.
2. Complete 80 or more quarter hours of credit with a quality-point ratio of 2.0 or better.

3. If a transfer student, have completed at least 15 hours of credit at North Georgia College before applying.
4. Possess physical and personal qualities appropriate for teaching.
5. Have a positive attitude toward teaching as a profession.
6. Attach to his teacher-education-application forms a letter recommending admittance signed by the head of the department of his main concentration area (applicable to high school grades).
7. Have completed the Minnesota Teacher Attitude Inventory at North Georgia College.

### **Admission Procedures**

If, after completing the course in *Introduction to Education*, a student decides to make application to one of the programs, two admission forms are obtained from the Head of the Department of Education. These forms are completed and submitted to the Chairman of the Teacher Education Admissions Committee. Transfer students who have completed the *Introduction to Education* course elsewhere can, after having completed a quarter's work at the college, make formal application to enter the teacher education program.

### **Student Teaching**

Student teaching in all programs is usually done during an entire quarter of the senior year, and students are freed from any other course requirement. During this time the student teacher's supervisor visits with her/him regularly. The student teachers do not live on campus during this quarter. A copy of the *Handbook for Student Teachers* will be distributed to all personnel.

### **September Field Experience**

All pre-service Teacher-Education students are expected to participate in teaching experiences in their local schools prior to the beginning of the fall quarter of the junior or senior year. Arrangements for this September field experience are planned jointly by the staff of the Education Department, the student, and the local school concerned. The prospective teacher spends two weeks in a public school in September before the College opens for the fall quarter as a volunteer, non-paid, staff

assistant in exchange for the opportunity to observe a school opening, organizing, and beginning the school year's work.

## **RETENTION IN A TEACHER EDUCATION PROGRAM**

One important aspect of the teacher education program is the constant vigilance exercised by the staff involved to insure that standards of quality are maintained.

The following standards must be maintained for continued retention in a program.

1. Compliance with rules and regulations prescribed for all students at North Georgia College.
2. Continuance of an acceptable history of mental, emotional, and physical health.
3. The final successful completion of all professional education courses with an academic grade of C or better. (These courses cannot be taken by correspondence or extension work.)
4. Maintenance of a C average or better in the student's main area of concentration.

## **GUIDANCE OF TEACHER EDUCATION STUDENTS**

The Head of the Department of Education has the responsibility of guiding most students enrolled in teacher education programs throughout their course work. Guidance of students in the high school and grades 1-12 programs will be shared jointly between the Head of the Department of Education and the head of the student's main concentration area. The overall responsibility for the conduct of any teacher-education program rests with the Head of the Department of Education.





# MAJOR IN EARLY CHILDHOOD EDUCATION

## CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102; or 105H	5-10	Mathematics 101; or 113H	5
Courses from English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence)	10
Fine Arts 252 (if only one of the above is selected)	0-5	Biology 101-102	
		Chemistry 101-102; or 121-122	
		Physics 101-102; or 223-224; or 223-225	
		A 100-200 level five-hour course in Biology, Chemistry, Mathematics or Physics. Both Physical and Biological sciences should be represented.	5
 <b>AREA III — SOCIAL SCIENCE</b>		 <b>AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD</b>	
Political Science 101	5	Speech 211	5
100-200 level courses in History	15	Art 210, 252, or Music 205	5
		Psychology 101	5
		Sociology 201 or 225	5
		Education 204	5
		Social Studies 251	5

### EARLY CHILDHOOD EDUCATION MAJOR

Education 301 or Psychology 301; Education 305, 311f, 412, or 415, 419,  
421f, 431a 35

### OTHER REQUIREMENTS:

Include at least one course from each group below. One course marked  
with an asterisk (\*) must be included in each group.

Art 331*, 252, 432	5
Health and Physical Education 390*, 420*	5
Home Economics 311	5
Language Arts 308, 320, 420*	5
Mathematics 310, 311	5
Music 306*, 252	5
Science 332a, 333a, 443*, 460*	5
Social Studies 251*, 320a, 433	5
Sociology 100, 225	5
Economics 330	5

**ELECTIVES** (from courses below to bring the total number of credit hours  
to at least 185 exclusive of Basic Military Science and Physical Education)

Education 415  
Mathematics 310; or 311  
Education 416  
Language Arts 308  
Language Arts 421  
Others upon approval

**MILITARY SCIENCE REQUIREMENTS FOR CADETS**

Basic Military Science	6
Advanced Military Science	18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157) 6

U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

**MAJOR IN JUNIOR HIGH EDUCATION****CORE CURRICULUM REQUIREMENTS**

<b>AREA I — HUMANITIES</b>	<b>HOURS CREDIT</b>	<b>AREA II — MATHEMATICS AND NATURAL SCIENCE</b>	<b>HOURS CREDIT</b>
English 101-102; or 105H	5-10	Mathematics 101; or 113H	5
Courses from English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence)	10
Fine Arts 252 (if only one of the above is selected)	0-5	Biology 101-102	
		Chemistry 101-102; or 121-122	
		Physics 101-102; or 223-224; or 223-225	
		A 100-200 level five-hour course in Biology, Chemistry, Mathematics or Physics. Both Physical and Biological sciences should be represented.	5
<b>AREA III — SOCIAL SCIENCE</b>		<b>AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD</b>	
Political Science 101	5	Speech 211	5
100-200 level courses in History	15	Art 210, 252, or Music 205	5
		Education 204	5
		Sociology 225 or 201	5
		Business Administration 151	5
		Psychology 101	5

**JUNIOR HIGH EDUCATION MAJOR**

Education 302, 305, 311b, 331, 421b, 431b 40

**OTHER REQUIREMENTS:**

Business Administration 330	5
Art 252 or Art 210 or Music 252 or Music 205	5

**COURSES IN THE MINOR**

A student may elect one of three programs of concentration.

Program 1: A concentration in Social Science and English with 20 hours of approved work in each field plus one course in each of the following specialized subject areas: Art 331; Language Arts 420; Social Studies 251, 320b, 433.

Program 2: A concentration in Mathematics and Science with 20 hours of approved work in each field plus one course in each of the following specialized subject areas: Art 331; Language Arts 420; Science 332b; Social Studies 251, 320b, 433.

Program 3: A concentration in Science and Social Studies with 20 hours of approved work in each field plus one course in each of the following special-

ized subject areas: Art 331; Language Arts 420; Science 332b; Social Studies 251, 320b, 433.

**ELECTIVES** (from courses below to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

Language Arts 420  
Education 416  
Mathematics 310 and/or 311  
Language Arts 333  
Language Arts 421  
Other upon approval

**MILITARY SCIENCE REQUIREMENTS FOR CADETS**

Basic Military Science	6
Advanced Military Science	18

<b>BASIC PHYSICAL EDUCATION REQUIREMENTS</b> (See page 157)	6
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U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

## MAJOR IN ELEMENTARY EDUCATION

### CORE CURRICULUM REQUIREMENTS

<b>AREA I — HUMANITIES</b>	<b>HOURS CREDIT</b>	<b>AREA II — MATHEMATICS AND NATURAL SCIENCE</b>	<b>HOURS CREDIT</b>
English 101-102; or 105H	5-10	Mathematics 101; or 113H	5
Courses from English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence)	10
Fine Arts 252 (if only one of the above is selected)	0-5	Biology 101-102	
		Chemistry 101-102; or 121-122	
		Physics 101-102; or 223-224; or 223-224	
		A 100-200 level five-hour course in Biology, Chemistry, Mathematics or Physics. Both Physical and Biological sciences should be represented.	

**AREA III — SOCIAL SCIENCE**

Political Science 101	5
100-200 level courses in History	15

**AREA IV — COURSES APPROPRIATE TO MAJOR FIELD**

Speech 211	5
Art 210, 252, or Music 205	5
Psychology 101	5
Sociology 201 or 225	5
Education 204	5
Social Studies 251	5

**ELEMENTARY EDUCATION MAJOR**

Education 305, 311a, 421a, 431a	30
<b>OTHER REQUIREMENTS</b>	50

Education 301; Economics 330; Art 331; Health & Physical Education 390 or 420a; Mathematics 310 or 311; Language Arts 420; Language Arts 421; Music 306; Science 460; Social Studies 251

ELECTIVES (from courses below to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)  
 Art 252; or 432  
 Home Economics 311  
 Language Arts 308 or 320a  
 Music 252  
 Science 332a; 443  
 Social Studies 320a; 433  
 Others upon approval

#### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science	6
Advanced Military Science	18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)	6
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U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

## COURSES IN EDUCATION

- 201. SELECTED TOPICS FOR AUXILIARY PERSONNEL. 5 hours**  
 A survey of topics of special interest to auxiliary personnel who are preparing to work in public schools. Topics include reading, mathematics, media, child development, physical education, and writing. In addition to classroom instruction in the special topics, practical experience in public school classrooms is provided.
- 204. INTRODUCTION TO EDUCATION. 5 hours**  
*Fall, Winter and Spring Quarters.*  
 The primary purpose of this course is to furnish guidance to prospective teachers. Teaching is a profession and will be carefully analyzed. Students will study and evaluate their own abilities and traits as attributes of the teacher's personality. An overview of the American public school system will be presented. Laboratory work is scheduled.
- 301. CHILD DEVELOPMENT 5 hours**  
*(See Psych. Courses.)*
- 302. PSYCHOLOGY OF ADOLESCENCE. 5 hours.**  
*(See Psych. Courses.)*
- 303. HUMAN GROWTH AND DEVELOPMENT. 5 hours**  
 A study of the development of the human from the prenatal period through adolescence. Focuses on the role played by maturation and experience in the social, emotional, intellectual, moral, and physical development of the individual. Includes genetic and environmental influences on the development of the person. Educational practices considered in relation to their effect on the development of children. Treats the relationship

of learning and learning theory on classroom teaching and planning. Observation and study of children in public school required two hours weekly.

**305. EDUCATIONAL PSYCHOLOGY. 5 hours**

*Winter and Spring Quarters.*

Emphasis is placed on learning; its nature, motivation, retention, appraisal, transfer, and application. Adjustment of educational practices to individual differences in abilities and interests among pupils will be considered. Weekly laboratory experiences in teaching-learning situations will be held.

**311 a. ELEMENTARY SCHOOL CURRICULUM. 5 hours**

*Fall Quarter.*

In this course consideration will be given to problems in planning for and executing appropriate learning experiences for the children of elementary grades. Directed observation in selected schools is required. Class, including laboratory, meets ten hours in each week.

**311 b. CURRICULUM FOR JUNIOR HIGH GRADES. 5 hours**

*Fall Quarter.*

In this course consideration will be given to problems in planning for and executing appropriate learning experiences for the children of grades seven through nine. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

**311 c. CURRICULUM FOR THE HIGH SCHOOL GRADES. 5 hours**

*Fall Quarter.*

This course is designed to give students an overall view of the curriculum of the high school. Objectives and content of the curriculum are discussed from the standpoint of teaching. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

**311 d. ART EDUCATION CURRICULUM. 5 hours**

In this course consideration is given to problems in planning for and executing art experiences from kindergarten through high school. Special consideration will be given to the role of the art supervisor in the total curriculum of the public school. Direct observation and teaching is required. Class, including laboratory, meets ten hours each week.

**311 e. MUSIC EDUCATION CURRICULUM. 5 hours**

Current practices and problems in planning for and executing appropriate learning experiences in general music and performance oriented groups from kindergarten through high school will be studied. Field experience and observation is required. Class, including laboratory, meets ten hours each week.

- 311 f. CURRICULUM FOR EARLY CHILDHOOD EDUCATION. 5 hours**  
Principles and practices for planning learning activities for pre-school and primary grades. Directed observation in selected schools is required. Class, including laboratory, meets for ten hours each week.
- 401. EDUCATIONAL MEDIA. 5 hours**  
*(On Demand)*  
The psychological principles underlying the use of audio-visual equipment and materials will be discussed. Some laboratory work will be included.
- 403, 404, 405. PROBLEMS IN EDUCATIONAL PSYCHOLOGY. 2, 2, 2 hours**  
*(On Demand)*  
Research done independently or in groups on problems pertinent to the field. Open to Senior departmental majors and in-service teachers.
- 406, 407, 408. PROBLEMS IN CURRICULUM AND METHODS. 2, 2, 2 hours**  
*(On Demand)*  
Research done independently or in groups on problems pertinent to the field. Open to Senior departmental majors and in-service teachers.
- 412. THE YOUNG CHILD IN THE HOME AND COMMUNITY. 5 hours**  
A study of the role of the home, community, and state in the education of the young child. Special emphasis is placed upon working with parents of young children in order to get maximum home reinforcement of the knowledge and skills taught by schools.
- 415. CREATIVE ACTIVITIES. 5 hours**  
A course designed to give students experiences in selecting and presenting art activities, stories, finger plays, music, rhythms, woodwork, science and nature experiments in the nursery school.
- 416. EDUCATIONAL MEASUREMENTS AND EVALUATION. 5 hours**  
*Spring Quarter.*  
Prerequisites: Two courses in education or psychology or equivalent. Theory of and practice in construction, administration, and interpretation of tests and other measuring devices for mental ability, special aptitudes, scholastic achievement and personality.
- 417. MENTAL HYGIENE. 5 hours**  
*(See Psych. Courses.)*

- 418. PRINCIPLES OF GUIDANCE. 5 hours**  
*Fall Quarter.*  
 A survey of vocational and educational guidance services designed to give a fundamental understanding of the role of guidance in school programs.
- 419. PRACTICUM IN THE NURSERY SCHOOL AND KINDERGARTEN. 5 hours.**  
 Observation and participation in the campus Nursery School program, with scheduled seminar discussion groups.
- 421 a. MATERIALS AND METHODS IN THE ELEMENTARY SCHOOL. 5 hours**  
*Fall Quarter.*  
 Basic techniques involved in the effective guidance of the learning of children in the elementary school, as well as the various instructional materials adapted for use at this level, are studied. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.
- 421 b. MATERIALS AND METHODS IN THE JUNIOR HIGH GRADES. 5 hours**  
*Fall Quarter.*  
 Basic techniques involved in the effective guidance of learners in grades seven through nine, as well as the various instructional materials adapted for use at this level, are studied. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.
- 421 c. MATERIALS AND METHODS FOR HIGH SCHOOL GRADES. 5 hours**  
*Fall Quarter.*  
 Basic techniques involved in the effective guidance of learners in high school grades and in various instructor materials adapted for use at this level are studied. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.
- 421 d. MATERIALS AND METHODS FOR ART EDUCATION. 5 hours**  
 Basic techniques involved in effective methods of guiding and supervising art programs in the public school from kindergarten through high school. The use of various instructional materials appropriate for the various levels will also be studied. Directed observation and teaching is required. Class, including laboratory, meets ten hours each week.

- 421 e. MATERIALS AND METHODS FOR MUSIC EDUCATION. 5 hours**  
Techniques and materials involved in the effective guidance of learners in kindergarten through high school are studied. Field experience and observation is required. Class, including laboratory, meets ten hours per week.
- 421 f. MATERIALS AND METHODS IN EARLY CHILDHOOD EDUCATION. 5 hours**  
Materials and methods for teaching the basic techniques involved in the effective guidance of the learning of children in nursery schools, kindergartens, and early elementary grades; survey of current materials of instruction and directed observation of young children and teachers at work. Meets ten hours each week.
- 430. PSYCHOLOGY OF THE DISADVANTAGED. 5 hours**  
(See Psych. Courses.)
- 431 a. STUDENT TEACHING IN THE ELEMENTARY SCHOOL\*. 15 hours**  
*Winter Quarter.*  
Prerequisites: Scholastic standing of at least C, residence at North Georgia College for two quarters; written application approved one quarter in advance.
- 431 b. STUDENT TEACHING IN THE JUNIOR HIGH GRADES\*. 15 hours**  
*Winter Quarter.*  
Prerequisites: Scholastic standing of at least C, residence at North Georgia College for two quarters; written application approved one quarter in advance.
- 431 c. STUDENT TEACHING IN THE HIGH SCHOOL GRADES\*. 15 hours**  
*Winter Quarter.*
- 431 d. STUDENT TEACHING IN ART\*\*. 15 hours**
- 431 e. STUDENT TEACHING IN MUSIC\*\*. 15 hours**

\*Observation and participation is accomplished in the appropriate school and grades throughout the day. Gradual induction into the situation will take place, leading to increased responsibilities and, finally, to full time teaching. A student teacher making satisfactory progress will assume the complete teaching load for at least three weeks. One conference a week will be held with the college coordinator. During the last week of the quarter, at least twelve hours of conference will be held on the college campus. Students will be expected to live in the community where their assigned school is located.

\*\*Observation and participation in teaching in either elementary or high school throughout the day during the quarter. Gradual induction into the situation with increasing responsibility until teaching full time. A student teacher making satisfactory progress will assume the complete teaching load for at least three weeks. One conference per week will be held with the college coordinator, to be followed by at least twelve hours of conference during the last week of the quarter. Students will be expected to live in the community where the school to which they are assigned is located.



- 431 f. STUDENT TEACHING IN EARLY CHILDHOOD. 5 hours**
- 441, 442. WORKSHOP FOR ELEMENTARY TEACHERS. 5, 5 hours**  
*(On Demand.)*  
 Open only to juniors, seniors, and post-graduates who have had no previous workshop experience but have completed at least three courses in education. The entire school day will be devoted to activities especially planned to provide in-service elementary teachers with an opportunity to work on instructional problems.
- 443, 444. WORKSHOP FOR JUNIOR HIGH TEACHERS. 5, 5 hours**  
*(On Demand.)*  
 Open only to juniors, seniors, and post-graduates who have had no previous workshop experience but have completed at least three courses in education. The entire school day will be devoted to activities especially planned to provide in-service teachers of grades seven through nine with an opportunity to work on instructional problems.
- 445, 446. WORKSHOP FOR SENIOR HIGH TEACHERS. 5, 5 hours**  
*(On Demand.)*  
 Open only to juniors, seniors, and post-graduates who have had no previous workshop experience but have completed at least three courses in education. The entire school day will be devoted to activities especially planned to provide in-service teachers of grades nine through twelve with an opportunity to work on instructional problems.
- 451 a. ADVANCED WORKSHOP FOR ELEMENTARY TEACHERS\*. 5 hours**  
*(On Demand.)*  
 Prerequisite (toward degree requirements only): Education 441a or the approved equivalent.
- 451 b. ADVANCED WORKSHOP FOR JUNIOR HIGH GRADES TEACHERS\*. 5 hours**  
*(On Demand.)*  
 Prerequisite (toward degree requirements only): Education 441b or the approved equivalent.

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\*Problems concerning the evaluation of instruction will be given particular emphasis. One-half of the school day will be devoted to these and other problems of teachers in elementary grades or grades seven through nine. The remainder of the day may be spent in a specialized course offered by the workshop staff.

- 454. FOUNDATIONS OF EDUCATION. 5 hours**  
*(On Demand.)*  
 A study of the historical, sociological, economic, psychological, and philosophical foundations of education. Teachers aides or in-service teachers may take this course in lieu of Education 204.

## **SPECIALIZED COURSES FOR ELEMENTARY AND JUNIOR HIGH GRADE TEACHERS**

### **ART**

- 331. ELEMENTARY ART (See page 130.) 5 hours**
- 332. SECONDARY SCHOOL ART (See page 130.) 5 hours**

### **HEALTH AND PHYSICAL EDUCATION**

- 311. NUTRITION EDUCATION (See page 119.) 5 hours**
- 390. HEALTH EDUCATION (See page 161.) 5 hours**
- 420 a. ELEMENTARY AND SECONDARY SCHOOL PHYSICAL EDUCATION. (See page 161.) 5 hours**

### **LANGUAGE ARTS**

- 308. CHILDREN'S LITERATURE. 5 hours**  
 The reading and evaluation of books for children. Discussed in the course are sources of information about children's books, children's interests in reading, the work of important authors and illustrators, and problems in the guidance of reading.
- 320 a. LANGUAGE ARTS FOR THE ELEMENTARY GRADES. 3 hours**  
*Spring Quarter.*  
 This course provides for individual diagnosis and correction of problems in the student's handwriting, spelling, oral and written expression. Consideration is given to the study of appropriate techniques and materials for the teaching of reading, handwriting, spelling, and oral and written expression in the elementary school.
- 333. JUVENILE LITERATURE. 5 hours**  
 Reading and study of the various types of literature for young people, as well as a study of the appropriate reading programs for junior high school pupils, are included in this course.

**420. READING IN THE ELEMENTARY AND JUNIOR HIGH GRADES. 5 hours**

An intensive study of reading skills. The role of readiness, vocabulary development, phonics, and word recognition as each is related to comprehension will be studied. Students will be required to participate in the teaching of reading in the public schools. Required of elementary education majors prior to student teaching.

**421. THE ANALYSIS AND CORRECTION OF READING DISABILITIES. 5 hours**

Prerequisite: Language Arts 420. Causes of reading disability; methods of diagnosis; procedures and materials for corrective work, group and individual. A minimum of two hours per week will be devoted to teaching a child to read or in the reading laboratory.

**MATHEMATICS**

**310. INTRODUCTION TO MODERN MATHEMATICS FOR ELEMENTARY AND JUNIOR HIGH TEACHERS I. (See page 142.) 5 hours**

**311. INTRODUCTION TO MODERN MATHEMATICS FOR ELEMENTARY AND JUNIOR HIGH TEACHERS II. (See page 142.) 5 hours**

**MUSIC**

**205. MUSIC HISTORY AND APPRECIATION. (See page 134.) 5 hours**

**252. FINE ARTS (See page 130.) 5 hours**

**306. MUSIC FOR THE ELEMENTARY GRADES. (See page 135.) 5 hours**

**SCIENCE**

**332 a. BIOLOGY FOR THE ELEMENTARY SCHOOL. 3 hours**  
*Spring Quarter.*

A course designed to enable elementary teachers to better understand how organisms reproduce and maintain themselves. Demonstrations and experiments suitable for elementary classrooms will be performed.

**332 b. BIOLOGY FOR THE JUNIOR HIGH GRADES. 3 hours**  
*Spring Quarter.*

A course designed to develop in junior high grades teachers ecological concepts and understanding pertaining to organisms. Demonstrations

and experiments suitable for use in grades seven through nine will be performed.

**333 a.                    PHYSICAL SCIENCE FOR THE  
                                 ELEMENTARY SCHOOL.                    5 hours**

*Spring Quarter.*

A course dealing with the everyday aspects of physics, chemistry, and astronomy as they might need to be explained by the elementary teacher with little specific training in the physical sciences. The work will include demonstrations and suitable experiments that can be performed with materials available in the average elementary and home situation.

**333 b.                    PHYSICAL SCIENCE FOR THE JUNIOR  
                                 HIGH GRADES.                    5 hours**

*Fall Quarter.*

A course concerning the everyday aspects of physics, chemistry, and astronomy for teachers of grades seven, eight, and nine. In addition to content the class members will be encouraged to prepare and present related demonstrations applicable to teaching situations at this level.

**443.                    EARTH SCIENCE FOR THE ELEMENTARY  
                                 AND JUNIOR HIGH SCHOOLS.                    4 hours**

*Spring Quarter.*

In this course the earth and the resources it provides will be studied. Elementary concepts of Geology will be introduced. Problems pertaining to the conservation of such resources as soil, water, forests, wildlife and minerals will be emphasized. Three hours of class and two hours of laboratory work weekly.

**460.                    TEACHING ELEMENTARY SCHOOL SCIENCE.                    5 hours**

An overview of the recently developed methods and materials in the teaching of elementary school science. Emphasis is given to improving the conceptual level in science, to scientific inquiry and to teacher-pupil involvement in the processes of science.

**SOCIAL STUDIES**

**251.                    WORLD HUMAN GEOGRAPHY.                    5 hours**

World conditions will be studied with reference to the adaptations made to them by man. The influence of geographical factors on modes of living, types of occupations, social organization and government will be given emphasis.

**320 a.                    SOCIAL STUDIES FOR THE ELEMENTARY  
                                 GRADES.                    5 hours**

*Winter Quarter.*

An integrated social studies course designed for elementary teachers. Consideration will be given to such topics as local government functions;

transportation; ways of communications; property rights and responsibilities.

**320 b. SOCIAL STUDIES FOR THE JUNIOR HIGH GRADES. 5 hours**

*Winter Quarter.*

An integrated course for teachers in grades seven, eight, and nine. Topics considered include responsibilities of family membership, occupations, labor unions, taxation, and world cultures other than our own.

**433. CONSERVATION OF NATURAL RESOURCES. 4 hours**

Designed to develop a deeper consciousness of the need for and problems pertaining to the conservation of soil, water, forests, and wildlife. Three lectures and one two-hour laboratory weekly.

**LIBRARY SCIENCE**

**301. LIBRARY ORGANIZATION AND ADMINISTRATION. 5 hours**

Fundamental aims and functions of library service; basic principles of library administration; role of the library in the school; techniques of budgeting, procedures, and routines; observation visits and field trips are studied. Open to Juniors and Seniors.

**302. CATALOGING, CLASSIFICATION, AND ORGANIZATION OF RESOURCES 5 hours**

The objective of this course is to develop an understanding of the nature and purpose of cataloging and classification and a knowledge of techniques and competence in performance in the bibliographic organization and control of resources. The course is developed by means of readings, lectures, discussions, demonstrations, problems, and laboratory work. Open to Juniors and Seniors.

**303. SELECTION AND GUIDANCE IN THE USE OF BOOKS AND OTHER PRINT AND NON-PRINT MATERIALS. 5 hours**

This course familiarizes the student with methods of evaluation of materials for book selection for a given library or a given grade and reading level; presents sources from which to select books; and assigns problems to emphasize uses of book selection guides, reading lists, as well as uses of all types of non-book materials. Open to Juniors and Seniors.

**304. THE USE OF BOOKS AND RELATED MATERIALS. 5 hours**

Develops the knowledge of reference materials and services in the areas of content, evaluation, organization, and use; laboratory reference with the use of the college library collection. Open to Juniors and Seniors.

*NOTE: Since preparation of this material, the Home Economics Department has been merged with the Department of Education. The College will continue to offer the major in Home Economics for those students presently enrolled at the junior or senior level. Currently enrolled freshman and sophomore students may take a Pre-Home Economics curriculum.*

## DEPARTMENT OF EDUCATION

### MAJOR IN HOME ECONOMICS

#### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDITS
English 101-102; or 105H and 5 hours of Modern Languages	10	Mathematics 101; or Math 113H	5
Courses from English 203, 204, 205, 206, 207	10	Sciences: Biology 101-102 Physics 101	15
<b>AREA III — SOCIAL SCIENCE</b>		<b>AREA IV — COURSES APPROPRIATE TO MAJOR FIELD</b>	
Political Science 101	5	Chemistry 101 and 102	10
Courses from History 101, 102, 103	10	Home Economics 215, 220, 275 and 293	20
Psychology 101	5		

#### HOME ECONOMICS MAJOR (General Curriculum)

Home Economics 100, 201, 215, 220, 224, 275, 293, 300, 304, 306, 312, 325,  
400, 445, 475 and 490

80

OTHER REQUIREMENTS: Biology 330, Chemistry 230, Fine Arts 107 and 211

20

ELECTIVES (to bring the total number of credit hours to at least 185  
exclusive of Basic Military Science and Physical Education)

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)

6

MODERN LANGUAGE REQUIREMENTS (See page 63)

U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

### MAJOR IN FOODS AND NUTRITION

(Core Curriculum requirements same as above)

Home Economics 120, 201, 215, 220, 275, 293, 300, 304, 306, 312, 335, 340,

387, 391, 400, 401, 405, 408, 409, 411	92
OTHER REQUIREMENTS: Biology 323, 324, 330, Chemistry 230, Fine Arts 211	25
ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)	
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)	6
MODERN LANGUAGE REQUIREMENTS (See page 63)	
U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)	
U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)	

## MINOR IN HOME ECONOMICS

	HOURS CREDIT
CLOTHING AND TEXTILES	
120 Dress	3
220 Construction	5
224 Textiles	5
325 Tailoring	5
445 Design and Draping	5
FOODS AND NUTRITION	
215 Foods	5
311 Nutrition Education	5
306 Meal Planning	5
Choose one from the following:	5
312 Nutrition	
405 Food Patterns	
387 Food Demonstration	
HOME MANAGEMENT AND EQUIPMENT	
215 Foods	5
300 Household Equipment	5
304 Consumer Education	5
400 Home Management Residence	5
401 Home Management Theory	3

## COURSES IN HOME ECONOMICS

- 100. INTRODUCTION TO HOME ECONOMICS. 2 hours**  
A course designed to develop understanding and appreciation of the scope purposes and trends in the field and includes a survey of opportunities of professional home economists; two lecture hours per week.
- 120. PSYCHOLOGY OF CLOTHING. 3 hours**  
A study of the social, economic, and psychological factors related to individual clothing needs and selections. Open to both men and women.

- 200. CREATIVE COOKERY. 3 hours**  
Designed especially for non-majors and cadets. Emphasis on individual interest and creativity in preparing and serving foods for individual pleasure and special social occasions. Two three-hour laboratory classes per week.
- 201. SOCIAL CUSTOMS AND CULTURE. 3 hours**  
*Spring Quarter.*  
North Georgia's "essential military nature" makes unique many problems in the social area which students face now and in future military life or as military wives. Concerns of civilian and military etiquette as they relate to personal development of poise, assurance and know-how that aid students in meeting life's social situations; knowledge of the wider meanings of being a gentleman (including standard of military bearing) or gentlewoman, and some practice in structured social situations, which the armed services officer, an accomplished host or hostess needs, are included in study and practice. The schedule of social events to be carried out in planned evening sessions is provided to give some actual practice of knowledge gained and measurement of student's progress in learning. Two hours of lecture and one, two-hour evening laboratory.  
*Offered as general elective. Open to men and women.*
- 215. INTRODUCTORY FOODS. 5 hours**  
*Spring Quarter.*  
A practical course that presents the facts and principles which govern food selection, preparation, and table service, and the basic facts of nutrition, along with their application to individual needs. Field trips to food processing plants and food markets are included. Two lectures and two, three-hour laboratory periods per week.
- 220. PROBLEMS IN CLOTHING CONSTRUCTION. 5 hours**  
*Winter Quarter.*  
Course includes clothing selections; emphasis on principles of pattern alterations, fitting, and fundamental techniques in garment construction using the flat pattern. Two lectures and two, three-hour laboratory periods per week.
- 224. TEXTILES. 5 hours**  
*Fall Quarter.*  
A study that emphasizes textiles, fibers and fabrics, their properties, structure, manufacturing and wearing qualities from the consumer standpoint; physical and chemical testing for adulterations and fiber content; economic consideration in selection and buying; textile legislation; and recent trends in textiles and developments in the field. Four lectures and one, two-hour laboratory period per week.
- 275. HOME PLANNING AND FURNISHINGS. 5 hours.**  
*Spring Quarter.*  
A study of the historical decorative movements and period furnishings,



and a basic course in evaluation of house plans and furnishings for contemporary family living. Laboratory experiences deal with wood refinishing, upholstery techniques, window treatments, and application of design principles in home planning. Three lectures and two, two-hour laboratory periods per week.

**293. EDUCATION FOR MARRIAGE AND FAMILY RELATIONSHIPS. 5 hours**

*Winter Quarter.*

The aim of this course is to give students an appreciation of the family as a unit considering problems in establishing and managing a happy home; to help develop a realistic approach to marriage and family relationships with its problems of adjustments, and to give an insight into one's own hetero-sexual development in order to plan more soundly for marriage and family responsibility. It is the intent that this course be a part of the general education of all students and sufficiently flexible for either sociology or home economics credit.

**300. HOUSEHOLD EQUIPMENT. 5 hours**

*Winter Quarter.*

A study of the basic principles involved in the operation of electrical and motor driven appliances used in the home in order to have maximum efficiency; performance and safety in use for all types of household equipment. Students gain from this course the knowledge of criteria that enables them to select, care for and use a variety of types of household equipment efficiently. Four lectures and one, two-hour laboratory period per week.

**304. FAMILY MANAGEMENT AND ECONOMICS. 5 hours**

*Winter Quarter.*

Designed to assist students in gaining an understanding of management problems in the home and with family resources by making the wisest planned use of the total family resources — time, energy, and money; emphasis on family income and problems of distribution. Five lectures per week.

**306. MEAL PLANNING AND TABLE SERVICE. 5 hours**

*Fall Quarter.*

Prerequisite: Home Economics 215. The choice, purchase, preparation, and service of meals considering the nutritional needs and management of human resources are studied. Lab work involves individual and group projects in entertaining, applicable to family life situations. Two lectures and two, three-hour laboratory periods per week.

**311. NUTRITION EDUCATION. 5 hours**

*Spring Quarter.*

Course is specifically designed for teachers. Emphasis is on essentials of an adequate diet. Methods of teaching nutrition in primary and secondary

grades. Students prepare resource teaching units.  
*Not open to majors in home economics.*

- 312. NUTRITION. 5 hours**  
A study of changes in digestion and metabolism of foods. Nutritional problems relating to food composition and physiology of body processes explored. Relationship of nutritional food values and costs in feeding the family.
- 325. TAILORING. 5 hours**  
*Fall Quarter.*  
Prerequisites: Home Economics 220 and 224. Includes advanced construction techniques in handling wool fabrics and blends; couture and custom-made garments; and construction of tailored ensemble from basic muslin pattern. Two lectures and two, three-hour laboratory periods per week.
- 335. QUANTITY FOOD PURCHASING. 5 hours**  
A study of storage, net yields, specifications, grading, cost control and distribution of food and food products.
- 340. QUANTITY FOOD PRODUCTION AND SERVICE. 5 hours**  
Prerequisite: Home Economics 300 and 215. Basic food preparation principles applied to large quantity food preparation and service. Experience is provided in the use of institutional equipment in food preparation. Two lectures and two, three-hour laboratory periods per week.
- 387. FOOD DEMONSTRATION. 3 hours**  
Develop materials and food preparation techniques the professional home economist uses in working with out-of-school groups. One lecture and two, two-hour laboratory periods per week.
- 391. PRENATAL AND INFANT DEVELOPMENT. 5 hours**  
Prerequisite: Home Economics 312. Care problems of the expectant mother. Study of development of fetus and through first year of child's life. Study of early childhood rearing practices.
- 400. HOME MANAGEMENT RESIDENCE. 5 hours**  
Prerequisite: Consent of the Department Head. Course provides actual experience in living in the residence and accepting various responsibilities of homemaking and in applying management principles. Individual and group work provide opportunities for management of resources, conscious decision-making, and group relationships. Experiences include budgeting, buying food, preparing and serving meals, caring for the home, using and caring for equipment and furnishings, and carrying out group activities of both a formal and informal nature.

- 401. HOME MANAGEMENT THEORY. 3 hours**  
A philosophy of management with emphasis on management of human and material resources.
- 405. FOOD AND NUTRITIONAL PATTERNS IN VARIOUS CULTURES. 5 hours**  
A study of food and food customs of selected cultures and the influence of these on dietary patterns of individuals.
- 408. EXPERIMENTAL FOODS. 5 hours**  
Influence of physical and chemical characteristics of meats, batters, doughs, and fats on the quality of prepared products.
- 409. FOOD SERVICE PRACTICUM. 5 hours**  
Directed experiences in managerial problems of institutional food service.
- 411. ADVANCED NUTRITION. 5 hours**  
Prerequisites: Home Economics 312 and 215. A study of the chemical and physiological processes and functions of specific nutrients in meeting the nutritional needs of the body. Recent research in nutrition is emphasized.
- 445. DESIGN AND DRAPING. 5 hours**  
*Spring Quarter.*  
A study of pattern designing and draping techniques used to construct garments. Emphasis on making master pattern using a dress form. Study of artistic effect of color, line, and texture. Two lectures and two, three-hour laboratory periods per week.
- 475. INTERIOR DESIGN AND DECORATION. 5 hours**  
*Winter Quarter.*  
A study of the basic principles of design with focus on understanding the aesthetic and practical elements that make up a functional home — contemporary trends in furniture design and architecture; and historical and cultural design development of ceramics, metals and textile fabrics as decorative home accessories.
- 490. NURSERY SCHOOL PRACTICUM. 5 hours**  
Observation and participation in nursery school program. Supervise program activities for children. Three lectures and four observation hours per week.

# DEPARTMENT OF ENGLISH

## MAJOR IN ENGLISH

### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102; or 105H	10	Mathematics 101, 102; or 113H	5-10
Courses from English 203, 204, 205, 206, 207	10	Sciences: (one ten-hour sequence)	10
		Biology 101-102	
		Chemistry 101-102; or 121-122	
		Physics 101-102; or 110-111; or 223-224; or 223-225	
 <b>AREA III — SOCIAL SCIENCE</b>		 <b>AREA IV — COURSES APPROPRIATE TO MAJOR FIELD</b>	
Political Science 101	5	French, German or Spanish 211-212	10
Courses from History 101, 102, 103, 251, 252, 253	10	Courses from English 203, 204, 205, 206, 207 other than those used in Area I; History 251, 252, 253 other than those used in Area II; Fine Arts 252; Speech 211 or 212; Music 205; or Drama 210	20
Psychology 101	5		

#### COURSES IN THE MAJOR

A total of nine English courses in addition to those taken in Area I of the Core Curriculum of which at least 35 hours must be from 300-400 courses.

45

#### COURSES IN THE MINOR

Under the direction of the department head, the student will select a closely-related departmental minor.

20

ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

#### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science

6

Advanced Military Science

18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)

6

MODERN LANGUAGE REQUIREMENTS (See page 63)

U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

## MAJOR IN ENGLISH — SECONDARY EDUCATION

(For Core Curriculum Requirements see above)

#### COURSES IN THE MAJOR

A total of nine English courses in addition to those taken in Area I of the Core Curriculum, of which at least 35 hours must be from 300-400 courses and at least 5 hours must be from American Literature. 45

Speech 211 or 212

Fine Arts 252 or Drama 210 or Music 205

**PROFESSIONAL EDUCATION SEQUENCE**

Education 204, 305, 311c, 421c, 431c 35

**ELECTIVES** (to bring total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

**MILITARY SCIENCE REQUIREMENTS FOR CADETS**

Basic Military Science 6

Advanced Military Science 18

**BASIC PHYSICAL EDUCATION REQUIREMENTS** (See page 157) 6

**MODERN LANGUAGE REQUIREMENTS** (See page 63)

**U. S. AND GEORGIA CONSTITUTION REQUIREMENT** (See page 65)

**U. S. AND GEORGIA HISTORY REQUIREMENT** (See page 65)

## MAJOR IN AMERICAN STUDIES

### CORE CURRICULUM REQUIREMENTS

#### AREA I — HUMANITIES

##### HOURS CREDIT

English 101-102; or 105H 10

French 211-212; or Spanish 211-212; or German 211-212 10

Courses from English 203, 204, 205, 206, or Fine Arts 252 10

#### AREA II — MATHEMATICS AND NATURAL SCIENCE

##### HOURS CREDIT

Mathematics 101-102; or 113H 10

Sciences: (one ten-hour sequence) 10

Biology 101-102

Chemistry 101-102; 121-122

Physics 101-102; 110-111

#### AREA III — SOCIAL SCIENCE

#### AREA IV — COURSES APPROPRIATE TO MAJOR FIELD

Political Science 101 5

Anthropology 100 5

Psychology 101 5

Sociology 100 5

English 207 5

Education 204 5

Four courses from History 251, 252, 253; Business Administration 151, 152 20

#### AMERICAN STUDIES MAJOR

Two courses from English 301, 302, 303, 304, 402 10

Two courses from History 330, 351, 352, 401, 402, 403 10

Two courses from Political Science 301, 305, 306, 310, 410, 411 10

Two courses from Sociology 225, 301, 302, 303, 316, 320, 321 10

Two courses from Biology 326, Business Administration 490, Psychology 430, Anthropology 302 10

One course from Art 351 or Music 405 5

**ELECTIVES** (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

MILITARY SCIENCE REQUIREMENTS FOR CADETS	
Basic Military Science	6
Advanced Military Science	18
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)	6
MODERN LANGUAGE REQUIREMENTS (See page 63)	
U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)	
U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)	

## MINOR IN ENGLISH

Courses from the following:	
English 203, 204, 205, 206, 207	10
English courses at the 300-400 level	20

## COURSES IN ENGLISH

<b>50.</b>	<b>DEVELOPMENTAL ENGLISH.</b>	<b>Non-Credit</b>
	<i>Summer and Fall Quarters.</i>	
	A course designed to meet the needs of those students who show on a placement test that they are not adequately prepared for English 101.	
<b>101.</b>	<b>GRAMMAR AND COMPOSITION.</b>	<b>5 hours</b>
	The study of basic English grammar with emphasis on intensive composition.	
<b>102.</b>	<b>COMPOSITION.</b>	<b>5 hours</b>
	Prerequisite: English 101. Students undertake extensive composition with particular attention to organization, coherence, etc.	
<b>105 H.</b>	<b>HONORS ENGLISH.</b>	<b>5 hours</b>
	<i>Fall Quarter.</i>	
	Students who have high entrance scores and who qualify by writing an acceptable theme may be placed in a special course to cover their freshman English needs in one quarter. Any student not doing satisfactory work in English 105H may be changed to the regular English 101 not later than two weeks after the beginning of the quarter.	
<b>203, 204.</b>	<b>A SURVEY OF ENGLISH LITERATURE.</b>	<b>5, 5 hours</b>
	Prerequisite: English 102 or 105H. These courses are a chronological study of the works of major British writers from the beginning to the present.	
<b>205, 206.</b>	<b>A SURVEY OF WORLD LITERATURE.</b>	<b>5, 5 hours</b>
	Prerequisite: English 102 or 105H. These courses are a survey of World Literature from Homer to the present, with attention to artistic form and currents of thought related to Western Culture.	

- 207. CONTEMPORARY AMERICAN LITERATURE. 5 hours**  
Prerequisite: English 102 or 105H. This course is a study of selected works of American literature of the twentieth century.
- 301. FOLKLORE OF THE AMERICAN PEOPLE. 5 hours**  
An introduction to the various genera of folk material and the techniques of its recognition and study. Special attention is given to the folklore of the southern Appalachian region.
- 302. AMERICAN LITERATURE TO 1860. 5 hours**
- 303. AMERICAN LITERATURE FROM 1860 TO THE PRESENT. 5 hours**
- 304. SOUTHERN LITERATURE. 5 hours**  
The literature of the South, including a brief background study of the literary trends from the Civil War to the Southern Renaissance and concentrating on writers of the twentieth century, excluding dramatists.
- 306. SHAKESPEARE. 5 hours**  
A study of selected representative comedies, chronicles, and tragedies, with emphasis on tragedies.
- 307. ADVANCED ENGLISH GRAMMAR. 5 hours**  
A comprehensive study of English grammar using a transformational approach.
- 309. THE NOVEL. 5 hours**  
Studies in the development of prose fiction from the Eighteenth Century to the present.
- 315. MODERN DRAMA. 5 hours**  
A study of the work of Modern dramatists, beginning with Ibsen.
- 401. HISTORY OF THE ENGLISH LANGUAGE. 5 hours**  
An introduction to the study of linguistics and its elements with special reference to the development of modern English from its beginnings to the present.
- 402. NINETEENTH CENTURY AMERICAN ROMANTICISM. 5 hours**  
A study of major American writers between 1830 and 1870. Emphasis is on Emerson, Hawthorne, Melville, and Whitman.
- 440. CHAUCER 5 hours**  
Emphasis is on *The Canterbury Tales*.

460. **ENGLISH RENAISSANCE.** 5 hours  
A survey of non-dramatic English literature from 1500 to the Restoration.
480. **ENGLISH LITERATURE OF THE EIGHTEENTH CENTURY.** 5 hours
490. **ENGLISH LITERATURE OF NINETEENTH CENTURY ROMANTICISM.** 5 hours  
A study of Romanticism with emphasis on the major poets.
495. **ENGLISH LITERATURE OF THE VICTORIAN ERA.** 5 hours  
A study of the major writers of the period in both prose and poetry. A general study of social conditions in England from 1832 to 1900.





# FINE ARTS DEPARTMENT

The Fine Arts Department includes courses of study in the areas of Visual Arts, Music, Speech and Drama. A Bachelor of Arts degree is offered in Craft Design. A Bachelor of Science degree is offered in Art Education and proposed in Music Education with final approval pending. Any student may minor in Fine Arts with an emphasis in either Art, Music, or Drama.

## MAJOR IN ART EDUCATION

### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDITS
English 101-102; or 105H	5-10	Mathematics 101, 113H	5
Courses from English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence)	10
Choice of the following if only one of the above is selected: Fine Arts 252 or any appropriate course in the Modern Languages	5	Biology 101-102	
		Chemistry 101-102; or 121-122	
		Physics 101-102; or 223-224; or 223-225	
		A 100-200 level five-hour course in Biology, Chemistry, Mathematics or Physics.	5

AREA III — SOCIAL SCIENCE		AREA IV — COURSES APPROPRIATE TO MAJOR FIELD	
Political Science 101	5	Music and/or Drama	5
Courses from History 101, 102, 103, 251, 252, 253	5-15	Education 204	5
Courses from Economics 151, Psychology 101, or Sociology 100, 205	0-10	Courses from Art 101, 102, 103, 104, 105, 106, 107	15
		Visual Arts Survey 150, 151	6

### ART EDUCATION MAJOR

Courses from the following:	
Art 101, 102, 103, 104, 105, 106, 107 (any six)	30
Visual Art Survey 150, 151, 152	9
Art 310, 315, 320, 345, 380	10
Art 410, 415, 420, 480	5
Art 340, 360, 365, 370	10
Art 440, 460, 465, 470	5
Art History 350, 450, 451	10
Art Education 331, 332	10
Art 490	2
Other Requirements: History 100	5

### COURSES IN THE MINOR

A professional education sequence. Education 204, 305, 311d, 421d, 431d.	35
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ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

#### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science

6

Advanced Military Science

18

U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

### MAJOR IN CRAFT DESIGN

#### CORE CURRICULUM REQUIREMENTS

##### AREA I — HUMANITIES

##### HOURS CREDIT

English 101-102; or 105H  
Courses from English 203, 204,  
205, 206, 207  
Choice of the following if only  
one of the above is selected:  
Fine Arts 252 or any  
appropriate course in the  
Modern Languages

5-10

5-10

5

##### AREA II — MATHEMATICS AND NATURAL SCIENCE

##### HOURS CREDIT

Mathematics 101, 113H  
Sciences: (one ten-hour sequence)  
Biology 101-102  
Chemistry 101-102; or 121-122  
Physics 101-102; or 223-224;  
or 223-225  
A 100-200 level five-hour course  
in Biology, Chemistry,  
Mathematics or Physics

5

10

5

##### AREA III — SOCIAL SCIENCE

Political Science 101  
Courses from History 101, 102,  
103, 251, 252, 253  
Courses from Economics 151,  
Psychology 101, or Sociology  
100, 205

5

5-15

0-10

##### AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD

Language  
Courses from the following: Art  
101, 102, 103, 104, 105, 106, 107  
Visual Arts Survey 150, 151

10

15

6

#### CRAFT DESIGN MAJOR

Courses from the following:

Art 101, 102, 103, 104, 105, 106, 107 (any six)  
Visual Arts Survey 150, 151, 152  
Art 310, 315, 320, 340, 345, 360, 365, 370, 380  
Art 410, 415, 420, 480  
Art 440, 441, 442, 443, or 460, 461, 462, 463; or 465, 466,  
467, 468; or 470, 471, 472, 473  
Art 490

30

9

20

10

20

2

Other Requirements:

Music and/or Drama  
History 100

5

5

#### COURSES IN THE MINOR

Under the direction of the department head, the student will  
select a closely-related departmental minor.

minimum—20

ELECTIVES (to bring the total number of credit hours to at least 185

exclusive of Basic Military Science and Physical Education)

#### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science	6
Advanced Military Science	18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157) 6

MODERN LANGUAGE REQUIREMENTS: One language (See page 63) 20

U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

### MINOR IN FINE ARTS

A minor in Fine Arts will concentrate in either Art, Music, or Drama. A program of study will need the approval of the Head of the Fine Arts Department.

#### Emphasis in Art:

Applied Art Courses	15
Art History	5
Music and Drama	5

#### Emphasis in Drama:

Play Production	5
History of Theatre	5
Beginning Act or Advanced Play Production	5
Applied Drama	3
Art and Music	7

#### Emphasis in Music:

Applied Music	4
Fundamentals and Theory	7
Music History	6
Art and Drama	8

## COURSES IN FINE ARTS

### ART

All 5 hour Studio Courses will meet two (2) periods per day, five (5) days per week.

101.	<b>ART.</b> The structure of drawing.	<b>5 hours</b>
102.	<b>ART.</b> Two-dimensional organization.	<b>5 hours</b>
103.	<b>ART.</b> Three-dimensional organization.	<b>5 hours</b>
104.	<b>ART.</b> Structure perception.	<b>5 hours</b>

105.	<b>ART.</b> Color perception.	5 hours
106.	<b>ART.</b> Media Analysis.	5 hours
107.	<b>ART.</b> Material Organization.	5 hours
150.	<b>VISUAL ARTS SURVEY.</b> Prehistoric through Gothic.	3 hours
151.	<b>VISUAL ARTS SURVEY.</b> Gothic through Neo-Classical.	3 hours
152.	<b>VISUAL ARTS SURVEY.</b> Neo-Classical to Present.	3 hours
252.	<b>FINE ARTS.</b> Basic Principles of the Visual Arts, Music and the theatre are exemplified in selected works from each of the disciplines.	5 hours
310.	<b>DRAWING.</b> Anatomical problems of drawing from natural man-made objects.	5 hours
315.	<b>PAINTING.</b> Investigation of painting problems.	5 hours
320.	<b>SCULPTURE.</b> Organization of ideas and technical problems in sculpture.	5 hours
331.	<b>ELEMENTARY SCHOOL ART.</b> Art concepts directed toward the pre-school and elementary grade levels. Studio work will involve basic experimentation with art materials, teaching techniques, and art educational philosophy that can be applied to an elementary school and/or adult art program.	5 hours
332.	<b>SECONDARY SCHOOL ART.</b> Art concept directed toward the adolescent and adult age levels. Studio work will involve basic experimentation with art materials, teaching techniques, and art educational philosophy that can be applied to an elementary school and/or adult art program.	5 hours
340.	<b>GRAPHICS.</b> Organization of ideas and technical problems in printmaking.	5 hours
345.	<b>LETTERING.</b> Communication problems of calligraphy and letter design.	5 hours

- 350. CONTEMPORARY ART HISTORY. 5 hours**  
Contemporary art and its development.
- 351. AMERICAN ART HISTORY. 5 hours**  
The development of painting, sculpture, architecture, and crafts in the United States.
- 360. TEXTILE DESIGN. 5 hours**  
Organization of ideas and technical problems involved with the surface enrichment of fabrics.
- 365. WEAVING. 5 hours**  
Organization of ideas and technical problems involved with the construction of fabrics through weaving and knotting.
- 370. POTTERY. 5 hours**  
Organization of ideas and technical problems in clay and pottery making.
- 380. PHOTOGRAPHY. 5 hours**  
Organization of ideas and technical problems of the photographic process.
- 410, 411, 412, 413, 414. DRAWING. 5 hours**  
A sequence of directed studies in drawing.
- 415, 416, 417, 418, 419. PAINTING. 5 hours**  
A sequence of directed studies in painting.
- 420, 421, 422, 423, 424. SCULPTURE. 5 hours**  
A sequence of directed studies in sculpture.
- 430. CLASSROOM PROBLEMS IN TEACHING ART. 3 hours**  
Supervised teaching of art with program planning, motivation, classroom leadership and criticism. Designed for classroom teachers.
- 440, 441, 442, 443, 444. GRAPHICS. 5 hours**  
A sequence of directed studies in printmaking.
- 450. NON-WESTERN ART HISTORY. 5 hours**  
An analysis of art monuments of Non-Western cultures.
- 451. RENAISSANCE ART HISTORY. 5 hours**  
An analysis of art monuments of the Renaissance.
- 460, 461, 462, 463, 464. TEXTILE DESIGN. 5 hours**  
A sequence of directed studies in textile design.

**465, 466, 467, 468, 469. WEAVING. 5 hours**  
A sequence of directed studies in weaving and knotting.

**470, 471, 472, 473, 474. POTTERY. 5 hours**  
A sequence of directed studies in pottery.

**480, 481, 482, 483. PHOTOGRAPHY. 5 hours**  
A sequence of directed studies in photographic design and film design.

**490. SEMINAR AND EXHIBITION. 2 hours**  
Taken by senior art majors in conjunction with a senior art exhibition and senior criticism of work completed in preparation for a degree in art at North Georgia College.

**491. PROBLEMS IN ART. 5 hours**  
Offered to seniors who wish to do special directed studies in art of an advanced nature. Permission from the Head of the Fine Arts Department is required.

## MUSIC

**030, 031, 032, 033, 034. APPLIED MUSIC SERIES. Non-Credit**  
Private instruction for students below freshman level of performance.

**100. FUNDAMENTALS OF MUSIC. 3 hours**  
*Fall Quarter.*  
An introduction to the rudimental aspects of musical understanding; terminology; motivation; concepts of scale, tonality, rhythm, and harmony.

**101. THEORY: ELEMENTARY. 4 hours**  
*Winter Quarter.*  
An introduction to harmony through part-writing of triads, sight-singing and dictation are included.

**102. THEORY: ELEMENTARY. 4 hours**  
*Spring Quarter.*  
Continuation of 101. Triads in inversion and dominant seventh chords are treated through part-writing. Sight-singing and dictation are included.

**103. KEYBOARD HARMONY. 1 hour**  
*Spring Quarter.*  
Prerequisite: Music 101. Simple harmony realized on the piano.

**117 a, b, c. CLASS VOICE. 1 hour a quarter**  
Voice production and diction are studied through the use of unison and solo song material.

- 118 a, b, c. CLASS PIANO. 1 hour a quarter**  
 A course designed for the student who has had no formal instruction in piano. Elementary piano music, technique, and music reading will be included.
- \*130, 131, 132, 133, 134. APPLIED MUSIC SERIES. 1 or 2 hours**  
 Private instruction on the instruments listed below. A code letter for each instrument will follow the first three digits according to the instrument. These courses may be modified for one or two hour credits for all instruments:
- |                 |                |              |
|-----------------|----------------|--------------|
| A — Clarinet    | K — Organ      | S — Trombone |
| C — Baritone    | M — Percussion | V — Trumpet  |
| E — Bassoon     | O — Piano      | W — Tuba     |
| G — Flute       | Q — Saxophone  | Y — Voice    |
| I — French Horn |                |              |
- \*190 a, b, c. CHORUS. 1 hour a quarter**  
*Fall, Winter, Spring Quarters.*  
 Open to all qualified students by audition. The College Chorus rehearses three hours per week and presents performances both on and off campus. Emphasis is placed on exploration of various styles of vocal music.
- 191 a, b, c. WOMEN'S CHORUS. 1 hour a quarter**  
*Fall, Winter, Spring Quarters.*  
 Open to all interested female students. The women's Chorus rehearses two hours per week and performs several times a year. A wide variety of vocal music is performed.
- 195 a, b, c. CONCERT BAND. 1 hour a quarter**  
*Fall, Winter, Spring Quarters.*  
 Membership in the concert band is open to all qualified students by audition. Balanced instrumentation is a factor in accepting new members each quarter. Symphonic band transcriptions and compositions for band will be included in the performance both on and off campus.
- 200. THEORY: INTERMEDIATE. 4 hours**  
 Secondary dominant chords and inversions, sight-singing and dictation.
- 201. THEORY: INTERMEDIATE. 4 hours**  
 Altered chords, sight-singing and dictation.
- 202. THEORY: ADVANCED. 3 hours**  
 Chromatic harmony, modulation and contemporary harmonic techniques.
- 203. KEYBOARD HARMONY. 1 hour**  
 Techniques for harmonic accompaniment and modulation.

- 205. MUSIC HISTORY AND APPRECIATION. 5 hours**  
*Spring Quarter.*  
 An introduction to the history of music. Musical language, form, instrumentation, and expression are treated through lectures and the hearing of representative works.
- 221 a, b. PERCUSSION TECHNIQUES. 2 hours**  
 Theory and practice in performance on the common percussion instruments.
- 222 a, b. WOODWIND INSTRUMENTS. 2 hours a quarter**  
 Theory and practice in performance on the single and double reed instruments.
- 223 a, b. BRASSWIND INSTRUMENTS. 2 hours a quarter**  
 Theory and practice in performance on the brasswind instruments.
- 224 a, b. STRING INSTRUMENT TECHNIQUES. 2 hours a quarter**  
 Theory and practice in performance on string instruments.
- \*230, 231, 232, 233, 234. APPLIED MUSIC SERIES. 1 or 2 hours**  
 A continuation of the Applied Music Series. These courses may be modified for one or two hour credits for all instruments.
- 252. FINE ARTS. 5 hours**  
*Winter Quarter.*  
 An orientation to the disciplines of art and music through a systematic study of basic principle and exemplified in selected works.
- 256. HISTORY OF MUSIC — TO 1600. 3 hours**  
 A survey designed to acquaint the student with the literature within a historical perspective. Composers, styles, and media are studied.
- 257. HISTORY OF MUSIC — 1600 TO 1800. 3 hours**  
 A continuation of Music 256.
- 258. HISTORY OF MUSIC — SINCE 1800. 3 hours**  
 A continuation of Music 257.
- 301. FORM AND ANALYSIS. 3 hours**  
 Basic principles for the analysis of musical forms.
- 302. COUNTERPOINT. 3 hours**  
 The study and composition of Eighteenth Century contrapuntal genres.



- 306. MUSIC FOR THE ELEMENTARY GRADES. 5 hours**  
A course designed to develop in teachers an understanding of child growth through music. Music theory, materials, methods, and problems pertaining to the teaching of music in the elementary school are studied.
- 309. TEACHING AND SUPERVISION OF ELEMENTARY SCHOOL MUSIC. 3 hours**  
Consideration of the role of the music specialist in the elementary school.
- 310. INSTRUMENTAL MUSIC IN THE ELEMENTARY SCHOOL. 2 hours**
- 311 e. MUSIC EDUCATION CURRICULUM (See page 107.) 5 hours**
- 321. CONDUCTING. 2 hours**  
Basic conducting techniques and score readings for choral and instrumental ensembles.
- 322. ADVANCED CONDUCTING. 2 hours**  
Specialized techniques for conducting instrumental music.
- 323. ADVANCED CONDUCTING. 2 hours**  
Specialized techniques for conducting choral music.
- \*330, 331, 332, 333, 334. APPLIED MUSIC SERIES. 1 or 2 hours**  
A continuation of the Applied Music Series. These courses may be modified for one or two hour credits for all instruments.
- 405. MUSIC IN AMERICA. 5 hours**  
A historical survey of American music from colonial times to the present.
- 407-707. CURRENT TRENDS IN MUSIC FOR THE CHILD. 5 hours**  
Analysis and adaption of current materials and techniques for creating teaching strategies and projects in music from preschool to early adolescence.
- 409. COMPOSING AND ARRANGING FOR WIND ENSEMBLE. 2 hours a quarter**  
A. Foundation and exercises. B. Projects. A study of techniques and instrumentation with an original composition as a final project.
- 417. INSTRUMENTAL MUSIC IN THE HIGH SCHOOL. 2 hours**  
This course considers the organization and administration of instrumental performing groups commonly found in the high school.

**418. CHORAL MUSIC IN THE HIGH SCHOOL. 2 hours**  
In this course consideration is given to the organization and administration of the choral program in the high school.

**421 e. MATERIALS AND METHODS FOR MUSIC EDUCATION. (See page 110.) 5 hours**

**\*430, 431, 432, 433, 434. APPLIED MUSIC SERIES. 1 or 2 hours**  
A continuation of the Applied Music Series. These courses may be modified for one or two hour credits for all instruments.

**431 e. STUDENT TEACHING IN MUSIC. (See page 110.) 15 hours**

## **THEATRE AND SPEECH**

**101, 102, 103, 104. APPLIED DRAMA. 1 hour**  
Assignments in the actual rehearsal, production and performance of plays.

**115. FUNDAMENTALS OF ACTING. 5 hours**  
Speech and movement for the stage as well as basic interpretation.

**120. PLAY PRODUCTION. 5 hours**  
A survey of the combined elements of theatrical production.

**150. THEATRE SURVEY. 5 hours**  
A survey of theatre history from the past to the present.

**211. SPEECH. 5 hours**  
A course designed to help the speaker achieve a type of speaking which is natural, correct, and effective. Open to freshmen by permission only.

**212. ARGUMENTATION AND DEBATE. 5 hours**  
The theory and practice of argument as a form of communication. The study will include analysis of advertising, propaganda, and other forms of argumentative material and an introduction for formal debate.

**215. INTERMEDIATE ACTING. 5 hours**  
Prerequisite: Theatre 115 or admission by audition. A continuation of the study of acting with emphasis on characterization in the Theatre Studio.

**220. ADVANCED PLAY PRODUCTION. 5 hours**  
A continuation of Play Production 120 with special emphasis on play direction, visual design for the theatre, and problems of production.

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\*NOTE: Students not majoring in music may earn up to twelve quarter hours in applied music, chorus, and/or band. However, no more than six of these hours may apply toward graduation requirements.

315.

# **ADVANCED ACTING.**

**5 hours**

Prerequisites: Theatre 115, Theatre 215, or admission by audition. A continuation of the study of acting with emphasis on the use of psychology by the actor to increase his skills in the Theatre Studio.

320.

# **PLAY PRODUCTION III.**

**5 hours**

Prerequisites: Theatre 115, Theatre 220, or admission by Director. Continuation of Theatre 220 with emphasis on fundamentals of play directing and organization of administration and production staffs in the Theatre Studio.



# DEPARTMENT OF MATHEMATICS



## MAJOR IN MATHEMATICS

### CORE CURRICULUM REQUIREMENTS

#### AREA I — HUMANITIES

English 101-102  
English 203-204; or 205-206

**HOURS  
CREDIT**

10  
10

#### AREA II — MATHEMATICS AND NATURAL SCIENCE

Mathematics 101, 102, 151  
Sciences: (one ten-hour sequence)  
Biology 101-102  
Chemistry 101-102; or 121-122  
Physics 101-102; or 223-224;  
or 223-225

**HOURS  
CREDIT**

10  
10

*Continued*

## MAJOR IN MATHEMATICS

### AREA III — SOCIAL SCIENCE

Political Science 101	5
History 101, 102; or 103	10
Psychology 101	5

### AREA IV — COURSES APPROPRIATE TO MAJOR FIELD

French or German	10
Mathematics 122	5
Mathematics 245, 246 and 247	15

### MATHEMATICS MAJOR

Math 245, 246, 247, 300, 360, 361, 410, 411, 415*	40
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### COURSES IN THE MINOR

Under the direction of the department head, the student will select a closely-related departmental minor. minimum—20

**ELECTIVES** (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science	6
Advanced Military Science	18

**BASIC PHYSICAL EDUCATION REQUIREMENTS** (See page 157) 6

**MODERN LANGUAGE REQUIREMENTS:** French, German or Russian recommended. 15

**U. S. AND GEORGIA CONSTITUTION REQUIREMENT** (See page 65)

**U. S. AND GEORGIA HISTORY REQUIREMENT** (See page 65)

## MAJOR IN MATHEMATICS — SECONDARY EDUCATION

### CORE CURRICULUM REQUIREMENTS

#### AREA I — HUMANITIES

	HOURS CREDIT
English 101-102; or 105H	5-10
English 203-204; or 205-206	10

#### AREA II — MATHEMATICS AND NATURAL SCIENCE

	HOURS CREDIT
Mathematics 101 and 102; or 113H	5-10
Sciences: A 10-hour sequence of courses in a Natural Science.	10

### AREA III — SOCIAL SCIENCE

Political Science 101	5
History 101-102	10
Psychology 101	5

### AREA IV — COURSES APPROPRIATE TO MAJOR FIELD

French or German	10
Mathematics 122, 151	10
Mathematics 245, 246 and 247	15

\*None of these courses may be taken as such unless the grade in each prerequisite course was C or better. Departmental majors are expected to maintain a B average in these courses.

## MATHEMATICS MAJOR

In addition to the previously listed courses, each student is required to take: Mathematics 240, 312, 360, 361 and ten quarter hours of electives from: Math 250, 300, 410, 411, 415.

30

## PROFESSIONAL EDUCATIONAL SEQUENCE

Education 204, 305, 311c, 421c and 431c

35

ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

## MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science

6

Advanced Military Science

18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)

6

MODERN LANGUAGE REQUIREMENTS (See page 63)

U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

## MINOR IN MATHEMATICS

A minor in mathematics consists of the following courses: 245, 246, 247, and any two courses from the 300 or 400 level for a total of five courses beyond the freshman level.

25

# COURSES IN MATHEMATICS

- |               |   |                   |
|---------------|---|-------------------|
| <b>52.</b>    | <b>DEVELOPMENTAL MATHEMATICS.</b><br><i>(On Demand)</i><br>Five hours of recitation per week designed to meet the needs of students whose high school transcript or placement score indicates an inadequate mathematical preparation.   | <b>Non-Credit</b> |
| <b>101.</b>   | <b>COLLEGE MATH I.</b><br>The mathematical method (truth table, elementary logic and sets); The number system (real and complex); Polynomials; Algebraic Fractions; Exponents and Radicals; Linear equations; Vectors, matrices and determinants.   | <b>5 hours</b>    |
| <b>102.</b>   | <b>COLLEGE MATH II.</b><br>Linear inequalities and their graphs; Linear programming; Algebra of functions and their graphs; roots of polynomial equations; Permutations, combinations and their application to probability and statistics; the law of natural growth; Statistical distributions.  | <b>5 hours</b>    |
| <b>113 H.</b> | <b>ALGEBRA AND TRIGONOMETRY FOR HONOR STUDENTS.</b><br><i>Fall Quarter.</i><br>Prerequisites: Qualifying score on the placement examination and high school Trigonometry. This course is designed for students whose preparation is such that a review of high school Algebra and Trigonometry is | <b>5 hours</b>    |

unnecessary. Topics in analytical trigonometry including graphs, identities, equations and complex numbers will be covered. Mathematical induction, the binomial theorem, inequalities, partial fractions, permutations, combinations, probability, and theory of equation will be the areas of emphasis in Algebra.

- 120. PRE-CALCULUS MATH. 5 hours**  
Trigonometric functions of real numbers and their graphs; Analytical geometry, plane and solid; intuitive integration; intuitive differentiations; Hyperbolic functions.
- 122 H. ANALYTICAL GEOMETRY FOR HONOR STUDENTS. 5 hours**  
*Winter Quarter.*  
Prerequisite: Mathematics 113H. A study of the conic sections, higher plane curves, transcendental curves, rectangular and polar coordinates with an introduction to solid analytics.
- 151. COMPUTER PROGRAMMING. 2 hours**  
*Fall, Winter, Spring, and Summer Quarters.*  
Prerequisites: Ten hours of Math or Math 113H. Organization and characteristics of digital computers; description and use of programming language; development of algorithms and programs for elementary numerical problems.
- 240. PROBABILITY AND STATISTICS. 5 hours**  
*Winter and Spring Quarters.*  
A non-calculus introduction to randomness, central tendency, variance, Bayes and Chebyshev's Theorems, correlation and regression, binomial distributions.
- 245. DIFFERENTIAL CALCULUS. 5 hours**  
*Fall and Winter Quarters.*  
Prerequisite: Mathematics 122. Transcendental functions; the applications of derivatives to problems in maxima, minima, rates, and so on.
- 245 H. DIFFERENTIAL CALCULUS FOR HONOR STUDENTS. 5 hours**  
*Spring Quarter.*  
Prerequisite: Mathematics 122H. The limit concept and the usual treatment of Mathematics 245 as stated above given in a more thorough manner from a more advanced point of view.
- 246. INTEGRAL CALCULUS. 5 hours**  
*Winter and Spring Quarters.*  
Prerequisite: Mathematics 245. This course is a continuation of Mathematics 245 and includes curvature, theorem of mean value, indeterminate

forms, formal integration, integration by various devices, and applications to areas, lengths, and volumes.

**247. INTERMEDIATE CALCULUS. 5 hours**

*Spring Quarter.* Prerequisite: Mathematics 246. This course is a continuation of Mathematics 246 covering series, expansion of functions, hyperbolic functions, partial differentiation and multiple integrals.

**250. NUMERICAL ANALYSIS. 5 hours**

Prerequisite: Math 246. Numerical solutions to problems in mathematics: roots of non-linear equations, zeros of polynomials, interpolation, systems of linear algebraic equations, quadrature, ordinary differential equations with analysis of methods and errors; programming of methods on computer.

**252. COMPUTER SCIENCE. 5 hours**

*(On Demand.)*

Prerequisite: Math 151. History of computers; internal representation and handling of numbers; Boolean algebra; computer organization and characteristics; input and output; supervisory (executive) systems; algorithms and flow charting; elements of machine language; a higher-level language.

**300. DIFFERENTIAL EQUATIONS. 5 hours**

*Fall Quarter.*

Prerequisite: Mathematics 246. Ordinary differential equations with applications to physics and mechanics.

**\*310. INTRODUCTION TO MODERN MATHEMATICS  
FOR ELEMENTARY AND JUNIOR  
HIGH TEACHERS I. 5 hours**

*Spring and Summer Quarters.*

Prerequisite: 10 hours of college mathematics or the consent of the Math Department upon the recommendation of the Education Department. A systematic development of the structure of the real number system from the concept of set through the systems of natural numbers, whole numbers, integers, and rational numbers designed to meet the Level I recommendations of the Committee on the Undergraduate's Program in Mathematics.

**\*311. INTRODUCTION TO MODERN MATHEMATICS  
FOR ELEMENTARY AND JUNIOR  
HIGH TEACHERS II. (GEOMETRY.) 5 hours**

*Spring, Summer Quarters.*

Prerequisite: 10 hours of college mathematics or the consent of the Math Department upon the recommendation of the Education Department. A

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\*Note: 310 and 311 are offered on alternate years.



course designed to meet the Level 1 recommendations of the Committee on the Undergraduate's Program in Mathematics in the area of geometry.

- 312. GEOMETRY FOR TEACHERS. 5 hours**  
*Spring Quarter.*  
Designed to prepare the student to teach modern secondary-school geometry. Euclidean and non-Euclidean geometrics and a study of the secondary-school geometry curriculum and its materials.
- 360. INTRODUCTION TO MODERN ALGEBRA. 5 hours**  
*Winter Quarter.*  
Prerequisite: Approval by Dept. Head. An introduction to the number system, groups, fields, matrices, and vectors.
- 361. MODERN ALGEBRA AND MATRIX THEORY. 5 hours**  
*Spring Quarter.*  
Prerequisite: Math 360. An extension of the introductory course to more details and theory on topics such as Boolean Algebra, Groups, Matrices, Determinants, Fields, Rings and Ideals.
- 410. INTRODUCTION TO ANALYSIS. 5 hours**  
*Winter Quarter.*  
Prerequisite: 10 hours of Math beyond Math 246. An introduction to the real and complex number systems, the basic notions on set theory, the limit concept and continuity, vector analysis, Fourier series and Fourier Integrals.
- 411. MATHEMATICAL ANALYSIS. 5 hours**  
*Spring Quarter.*  
Prerequisite: Math 410. An extension of the introductory course to those topics normally covered in Advanced Calculus and in the theory of the functions of a real variable.
- 415. ELEMENTARY VECTOR ANALYSIS. 5 hours**  
*Fall Quarter.*  
Prerequisite: 10 hours of Math beyond Math 245 or the consent of the Department Head. The elements of vector algebra and vector calculus with some space generalizations.
- 490. INDEPENDENT STUDY. 1-5 hours**  
Independent reading and study under the direction of the staff of the department covering selected topics not normally discussed in major course work.

## RELATED MATHEMATICS COURSES

- 215. PLANE SURVEYING. 5 hours**  
*Spring Quarter.*  
Prerequisite: Math 102. This course is designed to give the student a

working knowledge of surveying instruments and their care and use. Other areas covered are: field work in chaining, leveling, compass, plane table and transit surveys; office work in calculation from field notes and plane table and transit surveys; and office work in calculation from field notes and map making. This course is given from text notes and library references and will conform to methods and forms in use in good engineering practice. Class meets for three hours of lecture and four hours of laboratory per week.

350.

### **DESCRIPTIVE ASTRONOMY.**

**5 hours**

*Winter, Spring, and Summer Quarters.*

A general study of the celestial sphere and of introductory modern astronomy with some details of our solar system. The course includes laboratory telescope observations and planetarium demonstrations. Four hours of lectures and two hours of laboratory per week.

301.

### **METEOROLOGY.**

**5 hours**

*Winter Quarter.*

Prerequisites: Math 101 and 102. A basic course designed to acquaint the student with the fundamental concepts of meteorology and its relation to other fields of interest. Mathematics will be used when it seems essential to the complete understanding of a concept. Included are such topics as air masses and front, cloud classification, precipitation mechanisms, weather observations, fundamental forecasting theories, and interpretation of weather charts and diagrams.





# DEPARTMENT OF MILITARY SCIENCE

## GENERAL INFORMATION

Military Science courses conform to the subject requirements of the Senior Division Reserve Officer Training Corps (ROTC) program established by Department of the Army. The objectives of the ROTC program are to attract, motivate, and prepare selected students with high potential to serve as commissioned officers in the Regular Army or the US Army Reserve. In addition to providing courses required to earn a commission through the ROTC program, military science instruction has the aim for all students of developing leadership and managerial potential, providing an understanding of the requirements and organization for national security, and instilling a strong sense of personal integrity and individual responsibility.

Additional information concerning the total military program at North Georgia College is provided in a separate section beginning on page —.

## COURSE STRUCTURE

Military Science courses are grouped into basic course ROTC subjects and advanced course ROTC topics. The basic course is comprised of Military Science I (MS I) and MS II courses in the 100 and 200 series. The advanced course (MS III and MS IV) consists of 300 and 400 series courses. MS I and MS II courses meet two classroom hours per week; MS III and MS IV subjects require three classroom hours per week.

Leadership laboratory periods, an integral part of military science instruction in addition to the classroom work, are held one hour each week and on selected Saturday mornings for special training and applied leadership experience. Occasional ceremonies, consisting of Parades or Reviews, highlight the presentation of awards or the honoring of a distinguished guest.

## ROTC FLIGHT PROGRAM

Flight training is offered at government expense to selected senior ROTC cadets. Ground school and flight instruction are conducted by a civilian firm approved by the Federal Aviation Agency. Academic credit (5 hours) is given by the Physics Department (Physics 300) to those cadets who successfully complete the program.



## COURSE REQUIREMENTS

All members of the Corps of Cadets must complete twelve courses in Military Science unless exempted for cause upon recommendation of the Professor of Military Science and approval by the Dean of the College. Students are expected to enroll each quarter for the military science course appropriate to their progression toward completing degree requirements.

Women students may enroll in ROTC courses.

## FIRST YEAR — BASIC COURSE — MS I

### 100. US DEFENSE ESTABLISHMENT I. 1 hour

*Fall Quarter.*

An introductory course providing the student a general orientation on the purpose and objectives of the ROTC program and the Army organizational structure. Self-reliance and personal responsibilities are emphasized through instruction in basic weaponry, marksmanship, and fundamental

individual skills. Initial leadership training as a squad member is accomplished by practical exercise.

**101. US DEFENSE ESTABLISHMENT II. 1 hour**

*Winter Quarter.*

A continuation of the MS 100 course with a comprehensive study of the organization, roles, and missions of the Department of Defense, to include the Department of the Army, Navy and Air Force. Leadership development is continued with emphasis on operational knowledge of weapon systems organic to the Division and selected subjects in the military arts required of the junior leader.

**102. MAP READING. 1 hour**

*Spring Quarter.*

A course designed to familiarize the student with the principles of map construction and to provide a thorough understanding of map and aerial photograph usage. Instruction includes military and topographic map symbols, reference systems, orientation, resection, intersection and overlays. Emphasis is placed on the ability to accomplish terrain evaluation by map and aerial photograph analysis.

**SECOND YEAR — BASIC COURSE — MS II**

**200. AMERICAN MILITARY HISTORY I. 1 hour**

*Fall Quarter.*

A survey of American Military History from colonial times through the late 1800's. Although major emphasis is placed on American campaigns, early military activities in Europe and Asia are explored to develop the evolution of operational concepts, military organizational structure, and the principles of war. Selected campaigns are studied to relate the principles of war with the strategy and tactics employed. The leadership qualities displayed by principal commanders are evaluated relative to possible influence on the success or failure of the particular campaign studied.

**201. AMERICAN MILITARY HISTORY II. 1 hour**

*Winter Quarter.*

A continuation of American Military History I from the late 1800's through the Korean War and Vietnam Conflict. The factors of national power and the concept of national objectives are introduced and considered in relation to their influence on the events of this period. Events are examined in chronological sequence with emphasis on cause and effect.

**202. INTRODUCTION TO TACTICAL OPERATIONS. 1 hour**

*Spring Quarter.*

A study of the organization, missions, and capabilities of basic military teams through company level. The fundamentals of offensive and defensive operations, control measures, movement, communications, and troop leading procedures are discussed in detail. Emphasis is placed on the

planning sequence and decision making process. An understanding of map usage and military geography is required.

### **THIRD YEAR — ADVANCED COURSE — MS III**

**300. FUNDAMENTALS OF LEADERSHIP. 3 hours**

*Fall Quarter.*

A study of the responsibilities and basic qualities of a leader with emphasis on individual initiative. Theory and practical work are combined by developing principles and techniques through examination of individual and group leadership problems common to small organizations. Also included is study of the decision making process involving command and staff relationships, an organized approach to evaluation and problem solving and the translation of problem solutions into clear and concise instructions.

**301. THE MILITARY TEAM. 3 hours**

*Winter Quarter.*

A study of tactical operations at battalion and brigade level. The principles of war; fundamentals of offensive, defensive, and retrograde operations; and the organization, mission, and capabilities of the Army division are reviewed. This course is designed to teach the student the considerations in determining adequate combinations of combat, combat support, and combat service support to insure success in the various types of combat operations. The coordination and sequence of actions of the commander and various staff officers in planning these operations are emphasized. Map exercises are used as a teaching vehicle.

**302. METHODS OF INSTRUCTION. 3 hours**

*Spring Quarter.*

A study of the process and procedures involved in planning, presenting and evaluating military instruction. An understanding of fundamentals is developed by examining the stages of instruction, speech techniques, use of training aids, and evaluation of testing procedures. The practical application of teaching principles is emphasized by student preparation and presentation of an assigned subject. Also included is discussion of the roles and missions of the various branches of the Army.

### **FOURTH YEAR — ADVANCED COURSE — MS IV**

**400. FUNCTIONS OF COMMAND AND STAFF. 3 hours**

*Fall Quarter.*

A study of command and staff relationships, staff structure and functions, and the close correlation between military command and staff responsibilities in comparison with business management line and staff principles and relationships. The obligations, responsibilities, and relationships of Army Officers are examined with emphasis on leadership and management problems encountered in military law. Continued stress is placed on

developing a disciplined approach to the process of problem solving and on the ability to communicate decisions clearly and concisely.

**401. LEADERSHIP AND MANAGEMENT. 3 hours**

*Winter Quarter.*

Analysis of selected leadership and management problems encountered in the operations of small and large military organizations. Army management procedures are examined and related to comparable procedures found in any well-managed business enterprise of similar size. Specific areas studied include communications, administration, logistics and readiness.

**402. WORLD CHANGE AND MILITARY IMPLICATIONS. 3 hours**

*Spring Quarter.*

The contemporary world scene is evaluated in relation to potential impacts on leadership and management problems of the military services. Significant geographical areas are examined with respect to national and international power structures and interests. Particular problem areas are assigned for analysis, presentation, and discussion by student groups.

**350/450. INDEPENDENT STUDY. 3 hours**

Prerequisite: Permission of PMS. A supervised research project under the supervision of an instructor. Study project may be selected by the student with approval of the instructor or may be directed. Subject areas will require independent research and analysis concerning military problems or historical examples of significance. May be taken in lieu of or in addition to other Military Science courses with permission of PMS.





# DEPARTMENT OF MODERN LANGUAGES

## MAJOR IN FRENCH

### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102	5-10	Mathematics 101-102, or 113H	10
Courses from English 203, 204, 205, 206, 207	10	Sciences: (one ten-hour sequence)	10
		Biology 101-102	
		Chemistry 101-102; or 121-122	
		Physics 101-102; or 110-111; or 223-224; or 223-225	
AREA III — SOCIAL SCIENCE		AREA IV — COURSES APPROPRIATE TO MAJOR FIELD	
Political Science 101	5	French	10-20
Courses from History 101, 102, 103	10	German or Spanish	15-20
Psychology 101	5	A course from the 100 or 200 level Anthropology, Economics, Political Science, Psychology	0-5

FRENCH MAJOR	
Courses from French 301, 302, 315, 350, 351, 410, 411, 412, 417, 418, 495, 496, 497	30

COURSES IN THE MINOR	
Under the direction of the deparment head, the student will select a closely-related departmental minor.	minimum—20

ELECTIVES (to bring the total number of credit hours to at least 185  
exclusive of Basic Military Science and Physical Education)

MILITARY SCIENCE REQUIREMENTS FOR CADETS	
Basic Military Science	6
Advanced Military Science	18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)	6
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MODERN LANGUAGE REQUIREMENTS (See page 63)

U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

STUDY ABROAD: By arrangement of the University System of Georgia  
Study Abroad Program, students who have attained Junior status may  
spend from one quarter to one full academic year in France at the  
University of Dijon. All course work taken under this program is fully  
accredited at North Georgia College.

## MAJOR IN FRENCH — SECONDARY EDUCATION

(For Core Curriculum Requirements see above)

### COURSES IN THE MAJOR

French 301, 302, 315, 350, 351, 410, 411, 412, 417, 418, 495, 496, 497	30
Other Requirements: Fine Arts 252	5

### PROFESSIONAL EDUCATION SEQUENCE

Education 204, 305, 311c, 421c, 431c	35
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ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science	6
Advanced Military Science	18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)

6

MODERN LANGUAGE REQUIREMENTS: French 211-212 (See page 63)

U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

STUDY ABROAD: By arrangement of the University System of Georgia Study Abroad Program, students who have attained Junior status may spend from one quarter to one full academic year in France at the University of Dijon. All course work taken under this program is fully accredited at North Georgia College.

## MINOR IN MODERN LANGUAGES

Available in French, German and Spanish. A minor consists of courses 211-212 plus three advanced courses in one language. Russian 301-302 may be taken in conjunction with other languages provided one 5-hour, 300-400 course is taken in another language.

25

## COURSES IN MODERN LANGUAGES

<b>201.</b>	<b>INTRODUCTION TO LINGUISTICS.</b>	<b>5 hours</b>
	Prerequisites: None. An introductory study of descriptive, comparative and historical linguistics. The origins and structure of language are examined, and a brief analysis is made of the various language families. The importance and function of language are stressed, and a brief introduction is given to the wider areas of geolinguistics and psycholinguistics.	

### COURSES IN FRENCH

<b>101.</b>	<b>ELEMENTARY FRENCH I.</b>	<b>5 hours</b>
	An introduction to the French language covering basic grammar and reading, and using the language laboratory. Not credited for duplication of high school units.	

- 102. ELEMENTARY FRENCH II. 5 hours**  
Prerequisite: French 101. A continuation of Elementary French I. Not credited for duplication of high school units.
- 211. FRENCH GRAMMAR REVIEW. 5 hours**  
*Fall, Spring Quarters.*  
Prerequisite: French 102 or two years of High School French. Review of grammar with continued conversation and reading.
- 212. FRENCH CONVERSATION AND READING. 5 hours**  
*Winter Quarter.*  
Prerequisite: French 211. Reading of standard texts with stress on oral expression and comprehension.
- 301. FRENCH LITERATURE AND CULTURE. 5 hours**  
Prerequisite: French 212 or permission of the Department. An introduction to the chief French authors through the Eighteenth Century. Instructional lectures and readings are provided on French customs and culture.
- 302. FRENCH LITERATURE AND CULTURE. 5 hours**  
Prerequisite: French 212 or permission of the Department. An introduction to the chief French authors of the Nineteenth Century with the reading of representative works. Instructional lectures and readings are provided on French customs and culture.
- 315. ADVANCED CONVERSATION. 5 hours**  
Prerequisite: French 212. Conducted entirely in French to facilitate the development of conversational abilities.
- 350. FRENCH PHONETICS. 5 hours**  
Prerequisite: French 212. An intensive study of pronunciation building fluent expression.
- 351. CONTEMPORARY FRENCH LITERATURE. 5 hours**  
Prerequisite: French 212.
- 410, 411, 412. SELECTED READINGS IN FRENCH. 2, 2, 2 hours**  
Prerequisite: Permission of Instructor.
- 417. SURVEY OF SEVENTEENTH CENTURY FRENCH LITERATURE. 5 hours**  
Prerequisite: French 212.
- 418. SURVEY OF NINETEENTH CENTURY FRENCH LITERATURE. 5 hours**  
Prerequisite: French 212.

- 495, 496, 497. STUDY ABROAD. 15 hours**  
The study of the French language and culture in a native environment. Designed especially for students in the Study Abroad Programs of the University System of Georgia.

## **COURSES IN GERMAN**

- 101. ELEMENTARY GERMAN I. 5 hours**  
An introduction to the German language using the language laboratory and covering basic grammar and reading. Not credited for duplication of high school units.
- 102. ELEMENTARY GERMAN II. 5 hours**  
Prerequisite: German 101. A continuation of Elementary German I. Not credited for duplication of high school units.
- 211. GERMAN GRAMMAR REVIEW. 5 hours**  
*Spring Quarter.*  
Prerequisite: German 102 or two years of High School German. Review of grammar with continued conversation and reading.
- 212. GERMAN CONVERSATION AND READING. 5 hours**  
*Fall Quarter.*  
Prerequisite: German 211. Reading of standard texts with stress on oral expression and comprehension.
- 301. GERMAN LITERATURE AND CULTURE. 5 hours**  
Prerequisite: German 212 or permission of the Department. A general survey of German Literature through the classical period with lectures on German music, painting, architecture, and history.
- 302. GERMAN LITERATURE AND CULTURE. 5 hours**  
Prerequisite: German 212 or permission of the Department. A general survey of German Literature of the Nineteenth Century with lectures on German music, painting, architecture, and history.
- 315. ADVANCED CONVERSATION AND COMPOSITION. 5 hours**  
*Fall Quarter.*  
Prerequisite: German 212. This course is taught in conjunction with German 212 to afford grammar review, but it requires additional composition and conversation on a more fluent level.
- 410, 411, 412. SELECTED READINGS IN GERMAN. 2, 2, 2 hours**  
Prerequisite: Permission of Instructor.

**495, 496, 497. STUDY ABROAD.**

**15 hours**

The study of the German language and culture in a native environment. Designed especially for students in the Study Abroad Programs of the University System of Georgia.

**COURSES IN RUSSIAN**

**301. BASIC RUSSIAN.**

**5 hours**

A rapid course in reading and basic conversation. Russian 301 is credited without completion of Russian 302, but it is a prerequisite to the second course.

**302. BASIC RUSSIAN.**

**5 hours**

Prerequisite: Russian 301.

**COURSES IN SPANISH**

**101. ELEMENTARY SPANISH I.**

**5 hours**

An introduction to Spanish, with basic conversation, reading and grammar, and using the language laboratory. Not credited for duplication of high school units.

**102. ELEMENTARY SPANISH II.**

**5 hours**

Prerequisite: Spanish 101. A continuation of Elementary Spanish I. Not credited for duplication of high school units.

**211. SPANISH GRAMMAR REVIEW.**

**5 hours**

*Fall, Spring Quarters.*

Prerequisite: Spanish 102 or two years of high school Spanish. Review of grammar with continued conversation and reading.

**212. SPANISH CONVERSATION AND READING.**

**5 hours**

*Winter Quarter.*

Prerequisite: Spanish 211. Reading of standard texts with stress on oral expression and comprehension.

**301. SPANISH LITERATURE AND CULTURE.**

**5 hours**

Prerequisite: Spanish 212 or permission of the Department. A general survey of Spanish literature through the Eighteenth Century with lectures on Spanish history, art, and architecture.

**302. SPANISH LITERATURE AND CULTURE.**

**5 hours**

Prerequisite: Spanish 212 or permission of the Department. A general survey of Nineteenth Century and Generation of 1898 literature with lectures on Spanish history, art, and architecture.

- 315. ADVANCED CONVERSATION. 5 hours**  
Prerequisite: Spanish 212. This course is taught in conjunction with Spanish 212 to afford grammar review, but it requires additional composition and conversation on a more fluent level.
- 410, 411, 412. SELECTED READINGS IN SPANISH. 2, 2, 2 hours**  
Prerequisite: Permission of Instructor.
- 495, 496, 497. STUDY ABROAD. 15 hours**  
The study of the Spanish language and culture in a native environment. Designed especially for students in the Study Abroad Programs of the University System of Georgia.



# DEPARTMENT OF PHYSICAL EDUCATION

The College considers physical fitness vital to a completely satisfactory college life. Provisions are made to include the maximum number of students in the maximum number of activities throughout the entire year.

The basic P.E. program calls for two scheduled periods a week for all freshmen and sophomore students, and work is conducted by the Head of the Department of Physical Education and his assistants.

## MAJOR IN PHYSICAL EDUCATION

### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102; or 105H	10	Mathematics 101	5
Courses from English 203, 204, 205, 206, 207 or Fine Arts 252	10	Sciences: Biology 101-102 Chemistry 101 Physics 101	15
<b>AREA III — SOCIAL SCIENCE</b>		<b>AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD</b>	
Political Science 101	5	Physical Education 250,	
History 100	5	Education 204, Speech 211,	
Psychology 205; or 258	5	Physical Education 215,	
A course from History 101, 102, 103, 251, 252, 253	5	Psychology 101, Physical Education 230	30

### PHYSICAL EDUCATION MAJOR

Activity Courses: P.E. 300, 307, 314 (any two), 311, 301m (men only),  
311, 317w (women only) 8

Coaching Courses: Men select two courses marked M; women select  
two courses marked W from P.E. 320m, 321m, 322m, 322w, 325m, 325w,  
327w 6

Other Required Courses: P.E. 215, 230, 323, 390, 405, 420, 440a, 440b,  
450, 460, Rec. 118, 386, 387 11

### OTHER REQUIREMENTS:

Education 204, 305, 311c, 421c, 431c 35  
Chemistry 101; or Physics 101 5  
Psychology 101 5  
Speech 211 5

ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

SKILL TESTING REQUIREMENTS — All physical education majors are expected to meet and maintain certain skill level requirements as periodically administered by the Department of Physical Education.

#### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science

6

Advanced Military Science

18

#### BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)

6

U. S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U. S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

SPECIAL NOTE: Physical Education Majors Club — All physical education majors are expected to be members of the Physical Education Majors Club and adhere to its policies for the upgrading of the profession.

## MAJOR IN RECREATION

### CORE CURRICULUM REQUIREMENTS

#### AREA I — HUMANITIES

HOURS  
CREDIT

English 101-102; or 105H  
English 203, 204, 205, 206, 207  
or Fine Arts 252 (any two  
courses)

10

10

#### AREA II — MATHEMATICS AND NATURAL SCIENCE

Mathematics 101-102  
Biology 101-102

10

10

#### AREA III — SOCIAL SCIENCE

Political Science 101  
History 100  
Psychology 101  
One course from the  
following: History 101, 102,  
103, 251, 252, 253

5

5

5

5

#### AREA IV — COURSES APPROPRIATE TO MAJOR FIELD

Chemistry 101 or Physics 101  
Sociology 100  
Speech 211  
Physical Education 230  
Art 107  
Recreation 118

5

5

5

5

5

5

#### RECREATION MAJOR

Activity Courses: P.E. 300, 307, 314 (any two), 311, 301m (men only),  
311, 317w (women only)

8

Coaching Courses: Men select one course marked M; women select  
one course marked W from P.E. 320m, 321m, 322m, 322w, 325m,  
325w, 327w

3

#### OTHER REQUIRED COURSES:

P.E. 390, 420  
Recreation 203, 384, 385, 386, 387, 346  
Sociology 301 or 320  
Psychology 315 or 320

10

32

5

5

ELECTIVES (to bring the total number of credit hours to at least 185)



exclusive of Basic Military Science and Physical Education)	
MILITARY SCIENCE REQUIREMENTS FOR CADETS	
Basic Military Science	6
Advanced Military Science	18
SIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)	6
S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)	
S. AND GEORGIA HISTORY REQUIREMENT (See page 65)	
ILL TESTING REQUIREMENTS — All recreation majors are expected to meet and maintain certain skill level requirements as periodically administered by the department of physical education and recreation.	

## MINOR IN RECREATION

Minor in Recreation shall consist of one course from the physical education majors activity series, one course from the physical education majors coaching series, P.E. 390, Recreation 383, Recreation 385, Recreation 386 and Recreation 387.

## COURSES IN PHYSICAL EDUCATION

25. **HISTORY AND PRINCIPLES OF PHYSICAL EDUCATION.** **5 hours**  
This is an orientation course for physical education majors and is divided into two parts. The first part deals with the history of physical education; the second part deals primarily with the basic principles of modern physical education, stressing aims and objectives with special reference to the value of physical education in the current economic and social life of the nation.
26. **FIRST AID AND SAFETY IN PHYSICAL EDUCATION AND ATHLETICS.** **5 hours**  
Lectures and laboratory practices are given in the phases of first aid pertaining particularly to physical education and athletics
27. **BASIC HUMAN ANATOMY.** **5 hours**  
A study of the basic structures and systems of the human body.
28. **GOLF.** **2 hours**  
A course designed to improve the physical education majors background in teaching activity oriented programs.
29. **WEIGHT TRAINING.** **2 hours**  
A course designed to improve the physical education majors background in teaching activity oriented programs.

- 307. TENNIS. 2 hours**  
A course designed to improve the physical education majors background in teaching activity oriented programs.
- 311. GYMNASTICS AND TUMBLING. 2 hours**  
A course designed to improve the physical education majors background in teaching activity oriented programs.
- 314. DANCE. 2 hours**  
A course designed to improve the physical education majors background in teaching activity oriented programs.
- 317w. ARCHERY. 2 hours**  
A course designed to improve the physical education majors background in teaching activity oriented programs.
- 320m. WESTLING. 3 hours**  
This course is designed to prepare every male physical education major in the analysis and practice of the fundamental skills and teaching techniques of interscholastic and collegiate wrestling.
- 321m. FOOTBALL. 3 hours**  
This course is designed to acquaint every male physical education major with a greater understanding of the total game of football through the use of lectures, practical-on-the-field experiences, films, and guest speakers.
- 322w. BASKETBALL. 3 hours**  
A study and practice of the fundamental skills and teaching techniques in basketball. Five hours per week of lecture, research, and laboratory.
- 322m. BASKETBALL. 3 hours**  
Lectures and demonstrations will be given on the theory and practice of coaching basketball. Each student will have experience playing each position on the team under actual game conditions.  
Practical experience will be obtained through directing this phase of the sports program.
- 323. THEORIES OF COACHING. 3 hours**  
This course is a study of theories and practices required by the future coach as he relates to dealing with the participant and public in both the school and community environment.
- 325w. SOFTBALL AND TRACK. 3 hours**  
A study of the theory and practice of teaching softball and track. The first half of the quarter will be devoted to track and the remainder to softball. Class will meet 3 times per week.

- 325m. BASEBALL AND TRACK. 3 hours**  
Lectures and demonstrations on the theory and practice of coaching baseball and track. The first half of the quarter will be devoted to baseball and the remainder to track.
- 327w. TENNIS. 3 hours**  
A study and practice of the fundamental skills and teaching techniques in tennis. Three hours per week of lecture and laboratory.
- 390. HEALTH EDUCATION. 5 hours**  
A study of the physical and mental health problems of society as they relate to man and his confrontations with mental health, alcohol, disease, drugs, marriage, nutrition, physical fitness and sex.
- 405. ADMINISTRATION AND METHODS. 5 hours**  
A study of the administrative processes and methodology needed to develop a thorough understanding of desirable standards and program implementation in physical education.
- 420. ELEMENTARY AND SECONDARY SCHOOL PHYSICAL EDUCATION. 5 hours**  
A study and practicum in the objectives, needs, methods, and materials of elementary and secondary school children involved in a modern day physical education program.
- 440 a & b. PHYSICAL EDUCATION PRACTICUM. 2 hours**  
The student is assigned to a specific instructional class or given an assignment within the school or community setting. Said assignment will enhance the professional growth of the physical education major.
- 450. EXERCISE PHYSIOLOGY. 5 hours**  
A combined study of the structure and function of the human body. Lecture and laboratory experience includes the study of the minute and gross anatomical and physiological structures of man as it relates to man living in the physical world of muscular activity.
- 460. KINESIOLOGY AND THERAPEUTICS. 5 hours**  
A study of the movements of the human body and their working relationship in normal and atypical individuals.

## **COURSES IN RECREATION**

- 18. SOCIAL RECREATION. 3 hours**  
Methods and materials in social recreation. Experience will be given in group planning and conducting social activities. Some laboratory experience will be required.

203. **INTRODUCTION TO PARK AND RECREATION ADMINISTRATION.** **3 hours**  
History, development, trends, and social role of recreation in modern society.
346. **STUDENT FIELD WORK.** **15 hours**  
Recreation majors are placed in selected recreation centers for an entire quarter, during which time they are supervised in recreation activities.
384. **INTERPRETATION OF RECREATION.** **3 hours**  
Designed to familiarize the students with the recreation profession and the philosophy of recreation. A survey is made of the entire field of recreation.
385. **PROBLEMS IN RECREATION.** **3 hours**  
Consideration of needs and problems in recreation in county and rural areas, therapeutic, employee, and armed forces.
386. **CAMP COUNSELING.** **3 hours**  
Designed to give prospective camp counselors an understanding of the total camp program, and the duties and responsibilities of camp counselors. Techniques of camp leadership will be considered.
387. **ORGANIZATION AND ADMINISTRATION OF RECREATION.** **5 hours**  
Study and evaluation of the organization and administration of recreation programs.



# DEPARTMENT OF PHYSICS

## MAJOR IN PHYSICS

### CORE CURRICULUM REQUIREMENTS

AREA 1 — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102	10	Mathematics 101, 102	10
Courses from English 203, 204, 205, 206, 207	5-10	Sciences: (one ten-hour sequence) Physics 223, 224; or 223, 225	10
Fine Arts 252, French 101, German 101 if only one of above is selected	0-5		
AREA III — SOCIAL SCIENCE		AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD	
Political Science 101	5	Physics 230	5
100-200 level courses in History	10-15	Mathematics 122, 245, 246	15
A course from Anthropology 100, Economics 151, 152, Psychology 101, 205, or Sociology 100, 205	0-5	Chemistry 121, 122	10

PHYSICS MAJOR  
Physics 223\*, 224\*, 225\*, 230\*, 240\*, 310\*, Labs 375\*, 376\*, 377\*, 475,  
476, 477, 320, 330, 340, 400, 410, 420, 440, 450, 460, 480, 490, 491 45-60

OTHER REQUIREMENTS: Mathematics 390 5

COURSES IN THE MINOR  
The traditional minor for a Physics major is Mathematics. However,  
a minor field of concentration can be elected by the student with the  
consent of both the major and minor professors. minimum — 20

ELECTIVES (to bring the total number of credit hours to at least 185  
exclusive of Basic Military Science and Physical Education)

MILITARY SCIENCE REQUIREMENTS FOR CADETS  
Basic Military Science 6  
Advanced Military Science 18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See Page 157.) 6

MODERN LANGUAGE REQUIREMENTS: French 101, 102, 211;  
or German 101, 102, 211 15

U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65.)

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65.)

\*Required Courses

## MAJOR IN PHYSICS — SECONDARY EDUCATION

(For Core Curriculum Requirements see above)

### COURSES IN THE MAJOR

Physics 223, 224, 225, 230, 240, 310, 375, 376, 377, plus eleven hours of electives in Physics.

OTHER REQUIREMENTS: Mathematics 122, 245, 246 and 300

### PROFESSIONAL EDUCATION SEQUENCE

Education 204, 305, 311c, 421c and 431c

ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science

Advanced Military Science

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157.)

MODERN LANGUAGE REQUIREMENTS: French 101, 102, 211;  
or German 101, 102, 211

U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65.)

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65.)



## DUAL DEGREE PROGRAM — PHYSICS

A Dual Degree Program is offered by North Georgia College in cooperation with Georgia Tech. The program offers the student the opportunity to attend a liberal arts college for three years before embarking on professional academic work at Georgia Tech for an additional two years.

After completing the academic requirements of the two cooperating institutions, the student shall be awarded a bachelor's degree from North Georgia College and one of several designated bachelor's degrees from the Georgia Institute of Technology.

Dual Degree candidates from North Georgia College who work toward a B.S. in Physics are eligible to seek any of the following degrees at Georgia Tech:

- Bachelor of Aerospace Engineering
- Bachelor of Ceramic Engineering
- Bachelor of Civil Engineering
- Bachelor of Electrical Engineering
- Bachelor of Engineering Science
- Bachelor of Industrial Engineering
- Bachelor of Mechanical Engineering
- Bachelor of Textile Engineering

## DUAL DEGREE REQUIREMENTS:

1. Complete 140 quarter hours at North Georgia College as outlined below (exclusive of basic military for cadets and P.E.)
2. A recommendation from the Academic Dean of North Georgia College
3. A college grade point average and specified test results which would indicate that the student could satisfactorily complete the degree requirements at Georgia Tech.
4. Complete a Georgia Tech study program which equals the number of credit hours required of normal juniors and seniors enrolled in the standard curriculum for the degree being sought.
5. If the official study program at Georgia Tech includes electives and the candidate has excessive hours at North Georgia College, he may petition that these excess hours be used as transfer credits to Georgia Tech. Such transfer credit shall not amount to more than one half of the official study program at Georgia Tech.

## SPECIAL PROVISION FOR GRADUATE STUDY UNDER THE DUAL DEGREE AGREEMENT

1. The two colleges may extend permission for highly qualified, specially selected undergraduates from North Georgia College to enter Georgia Tech at the end of three or more years of undergraduate study with the intent that the degree being sought at Georgia Tech shall be at the master's level.
2. The specially selected individuals shall complete enough undergraduate course work to meet the graduation requirements of North Georgia College.
3. The specially selected individuals shall complete a minimum of 50 hours of graduate work at Georgia Tech.
4. Application for admission to the Graduate Division at Georgia Tech will be made during the first year in residence at Georgia Tech with admission requirements being based on the usual recognized standards.

### CORE CURRICULUM REQUIREMENTS — DUAL DEGREE PROGRAM

#### AREA I — HUMANITIES

English 101, 102; or 105H  
English 203, 204, 205, 206, 207  
Modern language

HOURS  
CREDIT

5-10  
5-10  
0-10

#### AREA II — MATHEMATICS AND NATURAL SCIENCES

Mathematics 101, 102  
Sciences: (One ten-hour sequence)  
Chemistry 121, 122  
Physics 223, 224

HOURS  
CREDIT

10  
10

#### AREA III — SOCIAL SCIENCE

Political Science 101  
History 100\*, 101, 102, 103  
Courses from Psychology 101,  
205, Sociology 100,  
Anthropology 100, or  
Economics 151, 152

5  
5-15  
0-10

#### AREA IV — COURSES APPROPRIATE TO MAJOR FIELD

Physics 223, 224, 225, 230  
Mathematics 122, 245, 246, 247

15  
15

\*The 140 hours at North Georgia College must include Physics 223, 224, 225; Math 245, 246, 247, 300; Physics 240, 310, 320, 375, 376, 377; and Military 300, 301, 302 for cadets.

### MINOR IN PHYSICS

Physics 223, 224, 225, plus a 5 hour elective in Physics excluding Physics 300

20



# COURSES IN PHYSICS

- 101. INTRODUCTORY PHYSICS. 5 hours**  
*Fall, Winter, Spring, and Summer Quarters.*  
A survey of the principles of physics including mechanics, heat, sound and basic electricity. The course is intended primarily for non-science majors. Numerous demonstrations will be used to clarify physical concepts. Four lecture-demonstrations and one, two-hour laboratory period per week. Credit not dependent upon taking Physics 102.
- 102. INTRODUCTORY PHYSICS. 5 hours**  
Prerequisite: Physics 101. A continuation of the nature of Physics 101 for those who wish to carry the same type of survey work further into a more complete treatment of electricity, electronics, and especially into an introduction to atomic, nuclear and other aspects of modern physics. Numerous class demonstrations will be used. Four lecture-demonstrations and one, two-hour laboratory period per week.
- 110. THE PHYSICAL ENVIRONMENT OF MAN I. 5 hours**  
*Fall, Winter and Spring Quarters.*  
A descriptive approach to the study of the earth and its environment. This study will include both natural phenomena and the effects that man and his technology have had upon them. Topics to be considered include the structure and composition of the earth, the atmosphere and weather, the oceans and their physical properties, satellites as tools for the observation of planetary phenomena, and the universe outside of the solar system. Four lecture demonstrations and one two-hour laboratory period per week. Open laboratories and field trips will make extensive use of local geological phenomena as well as the college planetarium and observatory. Credit not dependent upon taking The Physical Environment II.
- 111. THE PHYSICAL ENVIRONMENT OF MAN II. 5 hours**  
A descriptive approach to man's microscopic environment. The basis of the molecular nature of solid matter will be explored. This study will be based upon the discovery approach in which the student is led, through the use of experiments and demonstrations, to arrive at basic physical laws himself. Applications of the discovery approach to the solution of current problems such as environmental pollution will be made whenever possible. Four class periods and one two-hour laboratory period each week.
- 223. MECHANICS. 5 hours**  
*Fall, Winter, and Spring Quarters.*  
A study of the properties of matter, and the mechanics of solids and fluids. The numerous problems solved are selected to emphasize fundamental principles as well as to promote skill in numerical solutions. The laboratory work is designed to clarify physical concepts, develop skills in making

precise measurements, and proficiency in the manipulation of apparatus. Four lecture-recitations and one, two-hour laboratory per week.

**224. ELECTRICITY. 5 hours**

*Winter Quarter.*

Prerequisite: Physics 223. This course is a continuation of general physics. It deals with magnetism and static and current electricity. Four lecture-demonstrations and one, two-hour laboratory period per week.

**225. HEAT, LIGHT, AND SOUND. 5 hours**

*Spring Quarter.*

Prerequisite: Physics 223. This course is a continuation of general physics. It deals with wave theories generally, and heat, light, and sound specifically. Four lecture-recitations and one, two-hour laboratory period per week.

**230. MECHANICS — INTERMEDIATE. 5 hours**

*Fall Quarter.*

Prerequisite: Physics 223. May be taken concurrently with Mathematics 245. This course deals with the effects of forces on rigid bodies in equilibrium and on objects in motion. Emphasis is placed on solution of problems. Mechanics may be used for either mathematics of physics credit.

**240. ELECTRICITY AND MAGNETISM — INTERMEDIATE. 5 hours**

*Winter Quarter.*

Prerequisite: Physics 230. May be taken concurrently with Mathematics 246. This course deals with the interaction of charged particles through electric and magnetic fields. Conservation principles presented in Physics 230 are emphasized.

**300. FLIGHT INSTRUCTION\*. 5 hours**

Introduction to the principles of flying in a small, fixed-wing aircraft. The student learns the principles of navigation, map and compass reading. Take-offs and landings, and will accrue several hours of solo flying. Special fees for students accepted for R.O.T.C. Flight Instruction Program will be paid by the U.S. Army. Students not enrolled in the R.O.T.C. Flight Instruction Program will be required to pay special flight instruction fees.

**310. MODERN PHYSICS. 5 hours**

*Spring Quarter.*

Prerequisites: Physics 224 and 225. May be taken concurrently with Math 247. An introduction to modern physics, dealing with the elemental nature of matter and radiation, ionization of gases, the quantum theory, and current developments in atomic physics.

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\*This course cannot be used to fulfill physics major or minor requirements.

- 320. MECHANICS — ANALYTICAL. 5 hours**  
*Winter Quarter.*  
 Prerequisite: Physics 230. May be taken concurrently with Math 300. Kinematics, using vector analysis, dynamics of particles, rotation and planetary motion, the linear harmonic oscillator, studies of energy, momentum and impact, approximation and perturbation methods, plus an introduction to the most general methods of solving dynamical problems.
- 330. OPTICS. 4 hours**  
*Fall Quarter.*  
 Prerequisites: Physics 225 and Math 246. A study of the electromagnetic field and its application to the phenomena of reflection, refraction, interference, diffraction, and spectroscopy. Four lecture-recitations per week.
- 340. ELECTRONICS I. 5 hours**  
*Winter Quarter.*  
 Prerequisites: Physics 224 and Math 245. A study of the elementary principles of electronics. The laboratory work consists of the study of electronic circuits and the use of testing equipment. Four lecture-recitations and one two-hour laboratory per week.
- 375, 376, 377. PHYSICS LABORATORY I. 1, 1, 1 hour**  
*Fall, Winter, and Spring Quarters.*  
 Required of third-year students majoring in physics. Selected experiments from the various branches of physics, clarifying and expanding the work of the classroom, and developing good laboratory techniques. The evaluation and the interpretation of experimental data.
- 400. THERMODYNAMICS. 4 hours**  
 Prerequisites: Physics 225 and Math. 300. A study of temperature and its measurement, calorimetry, and some topics from thermodynamics. Four lecture-recitations per week.
- 410. ELECTRICITY AND MAGNETISM I. 4 hours**  
 Prerequisite: Physics 224. With consent of Instructor, may be taken concurrently with Math. 300. A course considering in somewhat more advanced manner the topics of electrostatics, magnetostatics, electrolysis, basic circuit theory, and related topics.
- 420. ELECTRICITY AND MAGNETISM II. 4 hours**  
 Prerequisite: Physics 410. This course is a continuation of Physics 410 with emphasis on electrodynamics, alternating current theory, transmission lines, filters, electromagnetic wave theory and related topics.
- 440. NUCLEAR PHYSICS. 4 hours**  
*Spring Quarter.*  
 Prerequisite: Physics 320 or 310. A study of natural radioactivity, interaction of radiation with matter, radiation measuring instruments and the

detection of nuclear particles, plus a survey of the current state of experimental and theoretical nuclear physics.

- 450. QUANTUM MECHANICS. 5 hours**  
*Fall Quarter.*  
Prerequisites: Physics 310 or 320, Math 300. Introduction to the quantum mechanics of one-dimensional systems. An introduction to Schrodinger's equation with emphasis being placed on solutions for one-electron atoms.
- 460. SOLID STATE PHYSICS. 4 hours**  
*Spring Quarter.*  
Prerequisite: Physics 450. An introduction to the physical properties of crystalline solids of the elements, their compounds and alloys. Emphasis is placed on electrical properties.
- 475, 476, 477. PHYSICS LABORATORY II. 1, 1, 1 hour**  
*Fall, Winter, and Spring Quarters.*  
Required of fourth-year students majoring in Physics. A continuation of Physics Laboratory I.
- 480. PHYSICS LABORATORY RADIOISOTOPES. 1 hour**  
*Spring Quarter.*  
A laboratory course for students other than physics majors who wish to study the basic techniques of handling radioisotopes and some of the properties of these materials. Open to juniors and seniors who have a background of science courses.
- 490, 491. INTRODUCTION TO RESEARCH METHODS. 5, 5 hours**  
This course is designed to prepare the student for employment as a research assistant, or engineer, upon completion of B.S. Degree. It will also orient the student toward the research work required for an advanced degree. It will consist of two or three lectures and demonstrations per week with laboratory work. The lectures will include the various research techniques, theory of errors, analysis of experimental data, use of library sources, and report writing. The student will be required to use library sources and to perform various experiments. The student will also be required to report his work by class talks and written reports.

# DEPARTMENT OF PSYCHOLOGY

## MAJOR IN PSYCHOLOGY — PROFESSIONAL

### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102; or 105H	5-10	Mathematics 101; or 113H	5
Courses from English 203, 204, 205, 206, 207	5-10	Sciences:	10
Fine Arts 252, if only one of the above is selected, or any appropriate course in the Modern Languages	5	Biology 101-102	
		A 100-200 level five-hour course in Biology, Chemistry, Mathematics or Physics	5
<b>AREA III — SOCIAL SCIENCE</b>		<b>AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD</b>	
Political Science 101	5	Psychology 101	5
100-200 level courses in History	5-15	Courses from Humanities, Mathematics, Natural Sciences, or Social Sciences at the 100-200 level	25
Courses from Anthropology 100, Economics 151, 152, or Sociology 100, 205	0-10		

### PROFESSIONAL MAJOR IN PSYCHOLOGY

If a student pursues a professional curriculum major, it is assumed that the student desires to continue his academic work at the graduate level and become a professional psychologist, earning either a Master's Degree, a Ph.D., or both. This curriculum is designed to prepare the student for these objectives.

Psychology 205, 299, 300, 310, 333, 423, 453	35
Electives from the Psychology curriculum with approval of advisor	10
Biology 320	5

### COURSES IN THE MINOR

Under the direction of the department head, the student will select a departmental minor. minimum — 20

**ELECTIVES** (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science	6
Advanced Military Science	18

**BASIC PHYSICAL EDUCATION REQUIREMENTS** (see page 157.) 6

**MODERN LANGUAGE REQUIREMENTS** (see page 63.)

**U.S. AND GEORGIA CONSTITUTION REQUIREMENT** (see page 65.)

**U.S. AND GEORGIA HISTORY REQUIREMENT** (See page 65.)

## MAJOR IN APPLIED PSYCHOLOGY

The applied psychology curriculum is designed for those students who wish to study psychology, but who will probably not pursue psychology as a profession. Such students might feel that psychology would contribute toward a related career. The student may be interested in a career in industry in the area of personnel and counseling, a career in social service — working with the mentally retarded, drug addict, alcoholic, delinquent, neurotic, psychotic, etc., primarily under the direction of a professional Psychologist or Psychiatrist. Although high scholarship is to be sought, the non-professional curriculum is somewhat less demanding in breadth of courses in psychology than the professional curriculum.

(For Core Curriculum Requirements see above)

Psychology 258 or 417, 299, 300, 333, 420, 433a, 433b, 453, 463

40

If the student plans to use his major in an industrial setting, particularly in the area of industrial counseling or personnel, he should take in addition Psychology 320, 321 and 322

15

If the student plans to work with the mentally retarded, in mental health centers, in rehabilitation (drug addicts, alcoholics, delinquents, etc.) centers, in hospitals, or be engaged in some other type of social work, he should in addition to the above: take:

Psychology 301 or 302 or 305, 430, 443.

15

### COURSES IN THE MINOR

For the student who plans to work in recreation with the mentally retarded, or in rehabilitation centers, etc., a minor in Recreation is recommended; otherwise, he should minor in Sociology.

For the student who plans to pursue a career in industry, a minor in Economics is recommended.

ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science

6

Advanced Military Science

18

BASIC PHYSICAL EDUCATION REQUIREMENTS (see page 157.)

6

MODERN LANGUAGE REQUIREMENTS (See page 63.)

U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65.)

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65.)

## SECONDARY TEACHER EDUCATION IN BEHAVIORAL SCIENCE — PSYCHOLOGY

### CORE CURRICULUM REQUIREMENTS

<b>AREA I — HUMANITIES</b>	<b>HOURS CREDIT</b>	<b>AREA II — MATHEMATICS AND NATURAL SCIENCE</b>	<b>HOURS CREDIT</b>
English 101-102; or 105H	5-10	Mathematics 101; or 113H	5
Courses from English 203, 204, 205, 206, 207	5-10	Sciences: Biology 101-102	10
Fine Arts 252 if only one of the above is selected; or any appropriate course in the Modern Languages	5	A 100-200 level five-hour course in Biology, Chemistry, Mathematics or Physics	5
<b>AREA III — SOCIAL SCIENCE</b>		<b>AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD</b>	
Political Science 101	5	Psychology 101, 205, 299	15
100-200 level courses in History	5-15	Sociology 100, 205	10
Economics 151, 152	0-10	Anthropology 100	5
<b>PSYCHOLOGY MAJOR (SECONDARY EDUCATION)</b>			
Psychology 300, 315, 343, 420, electives in Psychology			30
Anthropology (one 5 hour course above Anthropology 100)			5
<b>PROFESSIONAL EDUCATION SEQUENCE</b>			
A total of 35 hours of professional training in Education is needed to meet certification requirement. These courses are:			
Education 205, 305, 311c, 421c, and 431c			35
<b>ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)</b>			
<b>MILITARY SCIENCE REQUIREMENTS FOR CADETS</b>			
Basic Military Science			6
Advanced Military Science			18
<b>BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157.)</b>			
<b>MODERN LANGUAGE REQUIREMENTS (See page 63.)</b>			
<b>U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65.)</b>			
<b>U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65.)</b>			

### MINOR IN PSYCHOLOGY

Psychology 101 plus 20 hours elected from the Psychology curriculum. 25

## COURSES IN PSYCHOLOGY

- 101. INTRODUCTION TO PSYCHOLOGY. 5 hours**  
 Must precede other psychology courses except Psychology 258 and Psychology 320; it is recommended, but not required, for these courses.  
 A study of human and animal behavior, including an introduction to the

scientific method as used in the study of motivation, emotion, learning, individual differences (including an introduction to psychological measurement and testing), development of personality, behavior disorders and therapy, and social influences on behavior.

205.	<b>ADVANCED GENERAL PSYCHOLOGY.</b>	<b>5 hours</b>
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A study of the history of psychology, perception, sensation, complex learning, the nervous system, with particular emphasis on the brain and behavior, genetics, and advanced psychological measurement and testing.

**258. PSYCHOLOGY OF ADJUSTMENT. 5 hours**

Psychology 101 is recommended but not required as a prerequisite. A course in mental hygiene, dealing with the appropriate and inappropriate reactions to frustration and stress and the resolution of conflicts, fears, and anxieties. The course is oriented to the student and his adjustment.

**299. INTRODUCTION TO STATISTICS FOR THE BEHAVIORAL SCIENCES. 5 hours**

A study of basic descriptive and inferential statistics with particular emphasis on analysis of various techniques and the fundamentals of research design.

300.	EXPERIMENTAL PSYCHOLOGY.	5 hours
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Prerequisite: Psy. 299. This course is designed to introduce students to experimental methods as applied to behavior. Some basic standard tools will be presented. Students will learn design of elementary experiments. Laboratory time will be spent implementing simple procedures.

301.	<b>CHILD DEVELOPMENT.</b>	<b>5 hours</b>
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A study of the roles played by maturation and experience in the social, emotional, moral, and physical development of children from the prenatal period to adolescence. Observation of children in public school required for two hours weekly.

**302. PSYCHOLOGY OF ADOLESCENCE. 5 hours**

A study of the physical, social, and cognitive adolescent with emphasis on the problems of transition to adulthood.

305.	EDUCATIONAL PSYCHOLOGY.	5 hours
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Emphasis on learning, its nature, motivation, retention, appraisal, transfer, and application. Adjustment of educational practices to individual differences in abilities and interests among pupils will be considered. Some observation in teaching-learning situations will be done.



- 310. HISTORY AND SYSTEMS. 5 hours**  
An integrative course emphasizing the origins and background of the science of behavior. Important contributors and their schools of thought will be studied. Relating these schools of thought to present systematic developments in psychology will be emphasized.
- 315. SOCIAL PSYCHOLOGY. 5 hours**  
A theoretical and empirical study of social relationships and their effects on individuals. Behavior in small group settings will be emphasized.
- 320. PSYCHOLOGY OF LEADERSHIP. 5 hours**  
Psychology 101 is recommended but not required as a prerequisite. The characteristics of an effective leader will be studied and analyzed employing both a theoretical and an applied approach.
- 321. APPLIED PSYCHOLOGY. 5 hours**  
A survey of the principles of psychology as applied to social, business, industrial, governmental, educational, military and other professional fields.
- 322. INDUSTRIAL PSYCHOLOGY. 5 hours**  
The application of psychological principles to human problems in industry, including areas of personnel selection and appraisal, motivation and work, leadership and human performance.
- 325. INTRODUCTION TO GERONTOLOGY. 5 hours**  
An interdisciplinary approach to the study of the process of aging.
- 333. PSYCHOLOGY OF LEARNING. 5 hours**  
An empirical and theoretical study of classical, instrumental and operant conditioning, reinforcement, discrimination learning, extinction, verbal learning, and other phenomena.
- 343. THEORIES OF PERSONALITY. 5 hours**  
A critical evaluation of the major theories of personality and a survey of research on major personality variables comprise this course.
- 410, 411, 412. PSYCHOLOGICAL READING AND RESEARCH. 2, 2, 2 hours**  
Prerequisite: permission of Instructor.
- 417. MENTAL HYGIENE. 5 hours**  
An advanced course dealing with mental hygiene problems, especially of children and adolescents; problems of different stages of maturation adjustments in the home, school and play groups; and special needs in cases of retardation and delinquency.

- 420. PSYCHOMETRICS. 5 hours**  
An introduction to theories and practices of psychological measurement. The characteristics and uses of specific maximum and minimum performance assessment devices will be included.
- 423. PHYSIOLOGICAL PSYCHOLOGY. 5 hours**  
Prerequisite: 10 hours Biology. Personality is viewed as the integration of the morphology, physiological and psychological aspects of the organism. The relationship between the internal environment and such behaviors as food intake control, mating behavior, neural action, emotion, etc., will be considered.
- 425. SENSATION AND PERCEPTION. 5 hours**  
A study of sensory systems emphasizing behavioral significance of structure and physiology.
- 428. COMPARATIVE BEHAVIOR. 5 hours**  
A treatment of evolutionary trends in behavior including neural and hormonal mechanisms, with emphasis on physiology and function.
- 430. PSYCHOLOGY OF THE DISADVANTAGED. 5 hours**  
The effects of severe cultural deprivation — economic, social, education — on the psychological growth and development of an individual, in both rural and urban settings will be studied.
- 433a. INDIVIDUAL PSYCHOLOGICAL TESTING: WECHSLER SCALES. 3 hours**  
Prerequisite: Psy. 420 or consent of Instructor. Training in the administration, scoring and interpretation of the Wechsler Scales. A minimum competency in the use of these scales for both children and adults is required, but the major part of the practical work may be in the age range selected by the student.
- 433b. INDIVIDUAL PSYCHOLOGICAL TESTING: STANFORD-BINET SCALES. 2 hours**  
Prerequisite: Psychology 420 or consent of Instructor. Training in the administration, scoring and interpretation of the Stanford-Binet Scales. A minimum competency in the use of these scales for both children and adults is required, but the major part of the practical work may be in the age range selected by the student.
- 443. PSYCHOLOGY OF THE MENTALLY RETARDED. 5 hours**  
A theoretical and empirical study of the mentally retarded individual emphasizing etiology, classification and characteristics and treatment.

453.

**ABNORMAL PSYCHOLOGY.**

**5 hours**

This course presents various forms of abnormal behavior, with reference material drawn from clinical sources. Emphasis is placed upon the causes and characteristics of abnormal behavior. Current theory will receive special attention.

463.

**PSYCHOLOGICAL COUNSELING AND PSYCHOTHERAPY.**

**5 hours**

Prerequisites: Psy. 453 and two additional psychology courses. A study of the various methods employed in counseling and psychotherapy. These methods will be interpreted as they are applied in the treatment of both the "disturbed" and the "normal" individual.



# DEPARTMENT OF SOCIAL SCIENCES

## MAJOR IN CRIMINAL JUSTICE

### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCE	HOURS CREDIT
English 101-102; or 105	5-10	Mathematics 101	5
English 203, 204, 205, 206, 207	10-15	Sciences: (one ten-hour sequence)	10
		Biology 101-102, 103 (any two)	
		Chemistry 101-102	
		Physics 101-102	
		One five-hour course from the following: Mathematics 102, or a 100 or 200 level course from Biology, Chemistry or Physics	
<b>AREA III — SOCIAL SCIENCE</b>		<b>AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD</b>	
Psychology 101	5	Criminal Justice 201, 202, 203, 204	20
Political Science 101	5	History 253	5
Sociology 101	5	Speech 211	5
History 100	5		

### CRIMINAL JUSTICE MAJOR

Criminal Justice 320, 321, 322	15
Psychology 302, 453	10
One course from the following:	
Psychology 258, 301, 315, 320, 325, 343, 417, 430	5
Courses from the following:	
Political Science 305, 306, 404, 468	15
Courses from the following:	
Sociology 250, 301, 302, 316	15
One course from the following:	
History 352, 403	5
Health Education 390	5

ELECTIVES (to bring the total number of credit hours to at least 185  
exclusive of Basic Military Science and Physical Education)

### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science	6
Advanced Military Science	18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157.) 6

MODERN LANGUAGE REQUIREMENTS (See page 63.)

U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65.)

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65.)

## ASSOCIATE OF SCIENCE DEGREE IN CRIMINAL JUSTICE

### GENERAL EDUCATION REQUIREMENTS

English 101-102; or 105H	5-10
Mathematics 101	5
Biology 101-102, Chemistry 101-102, or Physics 101-102	10
One five-hour course at 100 or 200 level from Mathematics, Biology, Chemistry, or Physics	5
Psychology 101	5
Political Science 101	5
Sociology 101	5
History 100	5

### CRIMINAL JUSTICE

Four courses selected from Criminal Justice 201, 202, 203, 301, 320, 321, 322	20
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ELECTIVES	10
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BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157.)	6
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## MAJOR IN HISTORY

### CORE CURRICULUM REQUIREMENTS

#### AREA I — HUMANITIES

English 101-102; or 105H	10
Courses from English 203, 204, 205, 206, 207	10

#### HOURS CREDIT

#### AREA II — MATHEMATICS AND NATURAL SCIENCE

Mathematics 101; or 113H	5
Sciences: (a ten-hour sequence of a Lab Science at the 100 level)	10
Biology 101, 102, 103 (any two)	
Chemistry 101-102; or 121-122	
Physics 101-102; or 110-111	
Any other one quarter 100 or 200 level courses from Area II.	5

#### HOURS CREDIT

#### AREA III — SOCIAL SCIENCE

Political Science 101	5
History 101, 102, 103	10
A course from Anthropology 100, Psychology 101, or Sociology 100	5

#### AREA IV — COURSES APPROPRIATE TO MAJOR FIELD

Foreign Languages	10
History 103, (any two) 251, 252, 253	10-15
Courses from Anthropology, Computer Science, Economics, Elementary Statistics, Political Science, Psychology, Sociology	10-20

### HISTORY MAJOR

History 251, 252, 253 (any two) plus 30 hours of 300 and 400 level courses.	40
To fulfill the requirements for a major in History, a student must offer at least one 390 and at least one 490 level studies course in his appropriate field. These courses are open to students other than history majors.	

COURSES IN THE MINOR	20
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Majors in the field of History must complete 20 hours of advanced

study in a closely-related subject area. Minors may come from related fields with Social Sciences or from other related fields. A minor should be chosen on the basis of its relatedness to the student's scholarly interest and his career goals and only after consultation with his major advisor.

The following fields may be used to fulfill the minor requirements: Anthropology, Economics, History, Modern Languages, Political Science, Psychology, Sociology, English

ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

#### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science

6

Advanced Military Science

18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157.)

6

MODERN LANGUAGE REQUIREMENTS (See page 63.)

U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65.)

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65.)

## MAJOR IN HISTORY — SECONDARY EDUCATION

(For Core Curriculum Requirements see above)

#### COURSES IN THE MAJOR

Courses at the 300-400 level.

35

#### PROFESSIONAL EDUCATION SEQUENCE

Education 204, 305, 311c, 421c, and 431c

35

ELECTIVES: In addition to the degree requirements, the student is expected to complete 10 hours of course work, distributed among the following areas: Anthropology, Sociology, Economics, and History; (a) Anthropology 100, General Anthropology; (b) Sociology 100, Introduction to Sociology; (c) Economics 151, 152, Principles of Economics; (d) Political Science 101, American Government, and 205, Introduction to Political Science.

#### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science

6

Advanced Military Science

18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157.)

6

MODERN LANGUAGE REQUIREMENTS (See page 63.)

U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65.)

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65.)

## MAJOR IN POLITICAL SCIENCE

### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES		AREA II — MATHEMATICS AND ANIMAL SCIENCE	
	HOURS CREDIT		HOURS CREDIT
English 101-102; or 105H	10	Mathematics 101-102; or 113H	5-10
Courses from English 203, 204, 205, 206, 207	10	Sciences: (A ten-hour sequence of a Lab Science at the 100 level) Biology 101, 102, 103 (any two) Chemistry 101-102; or 121-122 Physics 101-102; or 100-111 Any other one quarter 100 or 200 level courses from Area II.	10      0-5
AREA III — SOCIAL SCIENCE		AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD	
Political Science 101	5	Political Science 205	5
History 101, 102, 103	10	Foreign Language, or Mathematics 151 and 252; and Math 240 or Psychology 299	5-20
Courses from Anthropology 100, Psychology 101, or Sociology 100	5	Courses from Anthropology, Economics, Geography, History, Political Science, Psychology, Sociology	10-20
POLITICAL SCIENCE MAJOR			40
Political Science 205, plus 35 hours of 300 and 400 level courses. To fulfill the requirements for a major in Political Science a student must offer at least one 390 and at least one 490 level studies course in his appropriate field. These courses are open to student other than histo- ry majors.			
COURSES IN THE MINOR			20
Majors in the field of Political Science must complete 20 hours of advanced study in a closely-related subject area. Minors may come from related fields with Social Sciences or from other related fields. A minor should be chosen on the basis of its relatedness to the student's scholarly interests and his career goals and only after con- sultation with his major advisor.			
The following fields may be used to fulfill the minor requirements: Anthropology, Economics, English, History, Modern Languages, Polit- ical Science, Psychology, Sociology.			
ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)			
MILITARY SCIENCE REQUIREMENTS FOR CADETS			
Basic Military Science			6
Advanced Military Science			18
BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157.)			6

MODERN LANGUAGE REQUIREMENTS (See page 63.)

U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65.)

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65.)

## MAJOR IN POLITICAL SCIENCE — SECONDARY EDUCATION

(For Core Curriculum Requirements see above)

### COURSES IN THE MAJOR

Courses at the 300-400 level

35

### PROFESSIONAL EDUCATION SEQUENCE

Education 204, 305, 311c, 421c, and 431c

35

ELECTIVES: In addition to the degree requirements, the student is expected to complete 15 hours of course work distributed among at least three of the following areas: Anthropology, Sociology, Economics, and History; (a) History 251, 252, 253 American History; (b) Anthropology 100, General Anthropology; (c) Sociology 100, Introduction to Sociology, and 205, Advanced General Sociology; (d) Economics 151, 152, Principles of Economics.

15

### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science

6

Advanced Military Science

18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157.)

6

MODERN LANGUAGE REQUIREMENTS (See page 63.)

U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65.)

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65.)

## MAJOR IN SOCIOLOGY

### CORE CURRICULUM REQUIREMENTS

#### AREA I — HUMANITIES

#### HOURS CREDIT

#### AREA II — MATHEMATICS AND NATURAL SCIENCE

#### HOURS CREDIT

English 101-102, or 105H  
Courses from English 203, 204,  
205, 206, 207

10

10

Mathematics 101-102; or 113H  
Sciences: (A ten-hour sequence  
of a Lab Science at the 100 level)  
Biology 101, 102, 103 (or any two)  
Chemistry 101-102; or 121-122  
Physics 101-102; or 110-111  
Any other one quarter 100 or  
200 level courses from Area II.

5-10

10

0-5

*Continued*



## MAJOR IN SOCIOLOGY

### AREA III — SOCIAL SCIENCES

Political Science 101  
History 101, 102, 103  
A course from Anthropology,  
100, Psychology 101, or  
Sociology 100

5  
10

### AREA IV — COURSES RELATED TO MAJOR FIELD

Sociology 216, 225 10  
Psychology 299 or Math 240;  
and Math 151 7  
Courses from Anthropology,  
Economics, Political Science,  
Psychology, Economics,  
Political Science, Psychology 15

### SOCIOLOGY MAJOR

Sociology 205, plus 35 hours of 300 and 400 level courses. 40

### COURSES IN THE MINOR

20

Majors in the field of Sociology must complete 20 hours of advanced study in a closely-related subject area. Minors may come from related fields with Social Sciences or from other related fields. A minor should be chosen on the basis of its relatedness to the student's scholarly interests and his career goals and only after consultation with his major advisor.

The following fields may be used to fulfill the minor requirements: Anthropology, Economics, English, History, Modern Languages, Political Science, Psychology, Sociology.

ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)

### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science 6  
Advanced Military Science 18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157) 6

MODERN LANGUAGE REQUIREMENTS (See page 63)

U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

## MAJOR IN SOCIOLOGY — SECONDARY EDUCATION (BEHAVIORAL SCIENCES)

(For Core Curriculum Requirements see above)

### COURSES IN THE MAJOR

Thirty-five hours beyond Introduction to Sociology. 40

### PROFESSIONAL EDUCATION SEQUENCE

Education 204, 305, 311c, 421c, and 431c 35

ELECTIVES: At least 20 hours from Anthropology 100, Psychology 101, 205, 299, 305, 314.

### MILITARY SCIENCE REQUIREMENTS FOR CADETS

Basic Military Science 6  
Advanced Military Science 18

BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)

6

MODERN LANGUAGE REQUIREMENTS (See page 63)

U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

## INTERDISCIPLINARY MAJOR IN SOCIAL SCIENCES

### CORE CURRICULUM REQUIREMENTS

#### AREA I — HUMANITIES

English 101, 102; or 105H  
Courses from English 203, 204,  
205, 206, 207 (Any two or  
three to bring total in Area I  
to 20 hours)

HOURS  
CREDIT

5-10

10-15

#### AREA II — MATHEMATICS AND NATURAL SCIENCE

Mathematics 101, 102; or 113H  
Sciences:

Biology 101-102, 103 (any two);

or Chemistry 101-102

Physics 101-102; or 110-111

A Lab Science at the 100 or  
200 level (if needed)

HOURS  
CREDIT

5-10

10-15

10

0-5

#### AREA III — SOCIAL SCIENCE

Political Science 101

History 103

Psychology 101

Sociology 100

5

5

5

5

#### AREA IV — COURSES APPRO- PRIATE TO MAJOR FIELD

French, German or Spanish 211,  
or Math 252

Mathematics 151

Sociology 250

Economics 151, 152

Courses from Anthropology

100, Psychology 205, 258, or

Sociology 225

5

2

5

10

10

#### INTERDISCIPLINARY SOCIAL SCIENCE MAJOR

A.\* 1. One course from Business Administration 360, Mathematics 240,  
or Psychology 299

2. One course from Business Administration 210, Education 416,  
or Mathematics 252

3. One course from Political Science 205, or Sociology 205

B. Business Administration 420, 450

One Course from Business Administration 330, 370, 375, 490, 495

C. Political Science

Political Science 310, 404

One course from Political Science 303, 305, 306, 410, 411, 468

D.\* History

History 253

One course from History 352, 403, 452

E.\* Psychology

Psychology 315

Courses from the following: Psychology 300, 320, 325, 343, 420, 430

F.\* Sociology/Anthropology

5

5

5

10

5

10

5

5

5

5

10

Sociology 310	5
Social Work 315	5
One course from Anthropology 401, or Sociology 302, 303, 316, 320, 322	5
<b>ELECTIVES (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)</b>	
<b>MILITARY SCIENCE REQUIREMENTS FOR CADETS</b>	
Basic Military Science	6
Advanced Military Science	18
<b>NOTE*: Cadets enrolled in 18 hours of Military Science will be required to take 10 hours in A, 5 hours in D, 10 hours in E, and 10 hours in F.</b>	
<b>BASIC PHYSICAL EDUCATION REQUIREMENTS (See page 157)</b>	6
<b>MODERN LANGUAGE REQUIREMENTS (See page 63)</b>	
<b>U.S. AND GEORGIA CONSTITUTION REQUIREMENT (See page 65)</b>	
<b>U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)</b>	
<b>MINOR IN HISTORY</b>	
Courses selected from 251, 252, 253	5-10
Courses from 300-400 level	10-15
<b>MINOR IN POLITICAL SCIENCE</b>	
Political Science 205 and 15 hours from 300-400 level courses.	20
<b>MINOR IN SOCIOLOGY</b>	
An appropriate selection of courses beyond the 200 level.	20

## COURSES IN SOCIAL SCIENCE

### COURSES IN ANTHROPOLOGY

- 100. INTRODUCTION TO ANTHROPOLOGY. 5 hours**  
A survey of the science of Anthropology to include Modern Physical Anthropology; a consideration of the origins and evolution of man and the variation of modern man; Archaeology and Cultural Anthropology; to consider the origins and evolution of human societies and cultures and their modern variation. No prerequisite; open to freshmen.
- 301. PEOPLES AND CULTURES OF AFRICA. 5 hours**  
Prerequisite: Anthropology 100 or Instructor's permission. A survey of the culture histories and contemporary variability of the societies of Sub-Saharan Africa. Emphasis will be placed on pre-industrial societies with consideration of the impact of modern industrial societies in African life.
- 302. PEOPLES AND CULTURES OF NORTH AMERICA. 5 hours**  
Prerequisite: Anthropology 100 or Instructor's Permission. A survey of the cultures of Aboriginal North America. Emphasis will be placed on historical reconstruction and comprehension of the relationship of society and

environment. However, attention will be given to the problems of the American Indian as a minority in an alien industrial society.

- 303. PEOPLES AND CULTURES OF OCEANIA. 5 hours**  
 Prerequisite: Anthropology 100 or Instructor's Permission. A survey of the cultures of Polynesia, Melanesia, Micronesia, Indonesia and other appropriate Pacific Ocean Peoples. Emphasis on the cultural ecology of Oceania.
- 401. ADVANCED CULTURAL ANTHROPOLOGY. 5 hours**  
 Prerequisite: Anthropology 100 and junior standing. A detailed re-examination of the concepts and methods of cultural anthropology with significant consideration of theoretical foundations and problems.

## **COURSES IN HISTORY**

- 100. SURVEY OF AMERICAN AND GEORGIA HISTORY. 5 hours**  
 This course is designed to satisfy the state law requiring that all students receiving degrees pass an examination in the history of the United States and Georgia.
- 101, 102, 103. WORLD CIVILIZATION. 5, 5, 5 hours**  
 A survey of world civilization from prehistoric times to the present.
- 251. AMERICAN HISTORY, 1492 to 1850. 5 hours**
- 252. AMERICAN HISTORY, 1850 to 1920. 5 hours**
- 253. AMERICAN HISTORY, 1920 TO PRESENT. 5 hours**
- 303. SOCIAL AND CULTURAL HISTORY OF EUROPE FROM THE RENAISSANCE TO THE FRENCH REVOLUTION. 5 hours**  
 This course will be concerned with the breakdown of medieval culture and the emergence of modern consciousness. Humanism, religious conflicts, scepticism, scientific and technological advances, rationalism and the Enlightenment will be some of the topics studied.
- 304. SOCIAL AND CULTURAL HISTORY OF EUROPE, 1815 TO PRESENT. 5 hours**  
 This course will be concerned with the intellectual and social consequences of the Industrial Revolution and the French Revolution on the modern world. It will deal with such subjects as; romanticism, rationalism and the various political and social ideologies that have developed since 1789.

- 311. HISTORY OF ENGLAND TO 1603. 5 hours**  
A study of the growth and development of England during the Medieval and Tudor periods.
- 312. HISTORY OF ENGLAND, 1603-1901. 5 hours**
- 315. HISTORY OF THE FAR EAST. 5 hours**  
A survey of oriental history with emphasis upon the role of Japan and China in world affairs during the nineteenth century.
- History/Sociology 330. THE FEMINIST MOVEMENT. 5 hours**  
A historical study of the Feminist Movement in the United States emphasizing its political, economic, and social impact.
- 351. THE OLD SOUTH. 5 hours**  
A survey of economic, social, cultural, and political developments in the South from the founding of the Southern Colonies to 1865. Special emphasis will be placed on slavery and the abolitionist movement leading up to the Emancipation Proclamation, 1863; and the Thirteenth Amendment, 1865.
- 352. THE NEW SOUTH. 5 hours**  
A survey of economic, social, cultural and political developments in the South since the end of the Civil War. Special emphasis will be placed on the role of the nonwhites in Southern Society starting with the adoption of the Fourteenth and Fifteenth Amendments during the Reconstruction periods and going up through the Civil Rights and Black Power Movements of the second half of the twentieth century.
- 360. SOCIAL AND ECONOMIC HISTORY OF EUROPE; 1200 TO 1911. 5 hours**  
This course will examine the history of economic and social developments from late medieval to modern times. It will also be concerned with the relationship between demographic and technological changes as they affected historically important economic and social developments.
- 401. SOCIAL AND CULTURAL HISTORY OF THE UNITED STATES TO 1830. 5 hours**  
The study deals with cultural and intellectual developments in America from the Colonial Period to 1830. Included in this course will be such subjects as *European Heritage*, *The American Frame of Mind*, *New World Science*, *Republicanism*, *A New Kind of Revolution*, and *The Power of an Idea*.
- 402. HISTORY OF THE UNITED STATES FROM 1830 TO 1900. 5 hours**  
This course is an investigation of the Social and Intellectual currents in the United States from 1830 to 1900. Included in the course will be discussions on such subjects as: *The Best of Jackson* and *Francis Parkman*, *Cult of the*

*Common Man, The Antebellum South, The American Renaissance, High Tide of Romanticism, Intellectual Trends in Southern Nationalism, The New South, The Last Frontier, American Socialism, The Urban Impact on Rural Life, and American Industry and Labor.*

- 403. SOCIAL AND CULTURAL HISTORY OF THE UNITED STATES, 1900 TO PRESENT. 5 hours**  
This course is an analysis of the social and intellectual currents in the United States from 1900 to present. Included in the course will be discussions on such ideologies as *Social Darwinism, Pragmatism, Conservatism, American Socialism, and The War to End the War, Ideologies.*
- 411. HISTORY OF LATIN AMERICA. 5 hours**  
A study of the Colonial period and the Wars of Independence.
- 412. HISTORY OF LATIN AMERICA. 5 hours**  
A study of the Latin American nation-states.
- 430. RUSSIAN HISTORY TO 1905. 5 hours**
- 431. RUSSIAN HISTORY, 1905 TO THE PRESENT. 5 hours**
- 450. THE MODERN WORLD, 1850 TO THE TWENTIETH CENTURY\*. 5 hours**
- 451. THE MODERN WORLD, 1900 TO 1932\*. 5 hours**
- 452. THE MODERN WORLD, 1933 TO THE PRESENT\*. 5 hours**

#### STUDIES COURSES IN HISTORY

- 390 a,b,c. STUDIES IN AMERICAN HISTORY. 2 hours**
- 391 a,b,c. STUDIES IN SOCIAL AND INTELLECTUAL HISTORY OF UNITED STATES. 2 hours**
- 392 a,b. STUDIES IN SOUTHERN HISTORY. 2 hours**
- 393. STUDIES IN AMERICAN DIPLOMATIC HISTORY. 2 hours**
- 394 a,b. STUDIES IN ENGLISH HISTORY. 2 hours**
- 395 a,b,c. STUDIES IN EUROPEAN HISTORY. 2 hours**

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\*A study of the social, economic, and political trends of the world for the periods indicated.

396 a,b.	STUDIES IN DIPLOMATIC HISTORY TO 1900, and 1900 to 1940.	2 hours
397 a,b.	STUDIES IN EUROPEAN SOCIAL AND INTELLECTUAL HISTORY.	2 hours
398 a,b.	STUDIES IN RUSSIAN HISTORY.	2 hours
399.	STUDIES IN REVOLUTIONARY EXPERIENCES.	2 hours

#### READINGS AND RESEARCH COURSES IN HISTORY

490.	READINGS AND RESEARCH IN AMERICAN HISTORY.	3 hours
491.	READINGS AND RESEARCH IN SOCIAL AND INTELLECTUAL HISTORY.	3 hours
492.	READINGS AND RESEARCH IN SOUTHERN HISTORY.	3 hours
493.	READINGS AND RESEARCH IN ENGLISH HISTORY.	3 hours
495.	READINGS AND RESEARCH IN MODERN EUROPEAN HISTORY.	3 hours
496.	READINGS AND RESEARCH IN DIPLOMATIC HISTORY.	3 hours
497.	READINGS AND RESEARCH IN EUROPEAN SOCIAL AND INTELLECTUAL HISTORY.	3 hours
498.	READINGS AND RESEARCH IN RUSSIAN HISTORY.	3 hours

#### COURSES IN POLITICAL SCIENCE

101.	AMERICAN GOVERNMENT. <i>Fall, Winter, Spring, and Summer Quarters.</i> Prerequisite to all other courses. An intensive examination of the Constitution and the three governmental divisions. The course includes a study of the national government in its relation to the states.	5 hours
205.	INTRODUCTION TO POLITICAL SCIENCE.	5 hours

- 301. AMERICAN POLITICAL PARTIES AND PUBLIC OPINION. 5 hours**  
An examination of the development, organization, operation and nature of American political groups and their role in the political process. An emphasis is placed on voting behavior, party finances, pressure groups, public opinion and electoral administration.
- 303. INTERNATIONAL RELATIONS. 5 hours**  
An analysis of the basic forces which govern the behavior of nations in their relations with one another. This study of world power conflicts, diplomacy and international cooperation is designed to acquaint the student with the basic issues and areas of conflict among the nation-states of the contemporary world.
- 305. THE AMERICAN CONSTITUTIONAL SYSTEM. 5 hours**  
An examination of the development and nature of the American Constitutional system through Supreme Court cases defining the interrelationships of the executive, judicial and legislative branches and the relationships of the states to the national government.
- 306. AMERICAN STATE GOVERNMENT. 5 hours**  
An examination of the organization and functions of the state and its political subdivisions. Wherever possible, the state government of Georgia will be studied for illustrative purposes.
- 308. GOVERNMENT AND POLITICS IN LATIN AMERICA. 5 hours**  
An analysis of the political institutions and political processes of the Latin-American nations.
- 310. AMERICAN POLITICAL THEORY. 5 hours**  
Prerequisite: Political Science 101 and Junior standing. An analysis of the ideas underlying government and politics in the United States through a survey of American political thought from colonial times to the present.
- 315. POLITICAL PHILOSOPHY. 5 hours**  
An analysis of ideas of selected western political philosophies from Plato to Twentieth Century political philosophers.
- 390. STUDIES IN INTERNATIONAL RELATIONS. 2 hours**
- 391. STUDIES IN STATE AND LOCAL GOVERNMENT. 2 hours**
- 392. STUDIES IN TWENTIETH CENTURY POLITICAL THOUGHT. 2 hours**



- 393. STUDIES IN LATIN AMERICAN GOVERNMENT. 2 hours**
- 401. COMPARATIVE GOVERNMENT. 5 hours**  
A study of universal political principles and an application of these principles to the study of political systems on a comparative basis.
- 402. TWENTIETH CENTURY POLITICAL THOUGHT. 5 hours**  
An analysis of modern political thought with an emphasis on the doctrines of capitalism and communism.
- 404. PUBLIC ADMINISTRATION. 5 hours**  
An analysis of the theory, basic principles and practices of public administration in the United States through a study of organization, management, budgeting, personnel, administrative leadership and the characteristics of modern bureaucracies.
- 405. GOVERNMENT AND POLITICS OF THE SOVIET UNION AND THE EASTERN EUROPEAN BLOC. 5 hours**
- 410. THE LEGISLATIVE PROCESS. 5 hours**  
An analysis of the legislative process in the U. S. Congress and American State Legislatures.
- 411. THE PRESIDENCY. 5 hours**  
An analysis of the role and function of the American Presidency.
- 468. CITY AND COUNTY GOVERNMENT. 5 hours**  
Organization and operation of city and county governments in the United States. Political aspects of these governments and techniques of citizen participation are studied.
- 490. READINGS AND RESEARCH IN COMPARATIVE GOVERNMENT. 3 hours**  
Prerequisite: Political Science 401
- 491. READINGS AND RESEARCH IN AMERICAN POLITICAL THOUGHT. 3 hours**  
Prerequisite: Political Science 310
- 492. READINGS AND RESEARCH IN SOVIET AND EASTERN EUROPEAN GOVERNMENT. 3 hours**  
Prerequisite: Political Science 405

- 493. READINGS AND RESEARCH IN AMERICAN CONSTITUTIONAL SYSTEM. 3 hours**  
PREREQUISITE: Political Science 305 or 410 or 411

## **COURSES IN SOCIOLOGY**

- 100. INTRODUCTION TO SOCIOLOGY. 5 hours**  
Prerequisite to all other courses. The student is introduced to the methods of human associations; the nature of culture, custom, belief, institution, etc., and its role in the development of society.
- 205. ADVANCED GENERAL SOCIOLOGY. 5 hours**  
A study of the social order emphasizing institutions, social classes, collective behavior, social movements, and associations.
- 216. THE FAMILY. 5 hours**  
The American family as a social institution.
- 225. SOCIAL PROBLEMS. 5 hours**  
A study of both general and special problems considered in the social and cultural setting in which they occur. The emphasis is upon the people and their behavior.
- 250. RESEARCH METHODS IN SOCIAL SCIENCE. 5 hours**  
This course is designed to give a basic knowledge about research methods that can be applied in the field of social sciences. Main emphasis will be placed upon quantitative and qualitative approaches in terms of participant observation, survey techniques, historical method, use of audiovisual equipment, and data analysis. However, a statistical analysis will be limited to a basic level.
- 301. URBAN SOCIOLOGY. 5 hours**  
A study of the modern city.
- 302. RACE AND MINORITY GROUPS. 5 hours**  
Patterns of domination and subordination; criteria for differential treatment; techniques of resistance to domination and methods of enforcing subordination. The social problems of discrimination.
- 303. POPULATION PROBLEMS. 5 hours**  
Population analysis, demographic theory, differentials, population policies, distribution of people.
- 310. SOCIOLOGICAL THEORY. 5 hours**  
A survey of the major theoretical concepts of major writers in sociology from Comte to the present.

- 320. CRIMINOLOGY. 5 hours**  
A study of the social factors related to criminal behavior: prisons, and treatment practices.
- 321. JUVENILE DELINQUENCY. 5 hours**  
This course emphasizes three areas of the problem of juvenile delinquency: Causation, Treatment and Prevention.
- 322. PENOLOGY. 5 hours**  
A study of the American prison system. Comparison with the prison system of other nations will be made.
- 325. INTRODUCTION TO GERONTOLOGY. 5 hours**  
An interdisciplinary approach to the study of the process of aging.
- Sociology/History 330. THE FEMINIST MOVEMENT. 5 hours**  
A historical study of the Feminist Movement in the United States emphasizing its political, economic, and social impact.



## B.S.W. (BACHELOR OF SOCIAL WORK) PROFESSIONAL DEGREE PROGRAM

The Social Work training program will be professional in nature and lead to the B.S.W. (Bachelor of Social Work) Degree. Students expressing a desire to enter the field of Social Work immediately after completing a four-year program will be counseled to work toward this degree.

### MAJOR IN SOCIAL WORK

#### CORE CURRICULUM REQUIREMENTS

AREA I — HUMANITIES	HOURS CREDIT	AREA II — MATHEMATICS AND NATURAL SCIENCES	HOURS CREDIT
English 101-102; or 105H	5-10	Mathematics 101; 113H	5
Courses from English 203, 204, 205, 206, 207	5-15	Sciences: (one ten-hour sequence) Biology 101-102 A 100-200 level five-hour course in Biology, Chemistry, Mathematics or Physics	10  5
 <b>AREA III — SOCIAL SCIENCE</b>		 <b>AREA IV — COURSES APPROPRIATE TO MAJOR</b>	
Political Science 101, or History 253 (recommended)	5	Psychology 101	5
Courses from Economics 151, Psychology 101, or Sociology 100	15	Courses from Humanities, Mathematics, Natural Sciences, or Social Sciences	25
 <b>SOCIAL WORK MAJOR</b>			
Social Work 315, 400, 401 and 441			20
Other Requirements: Additional courses from Political Science, Psychology and Sociology or other academic areas selected by the student and approved by the Director of Social Work Education.			70
<b>CONCENTRATION IN GERONTOLOGY</b>			
Gerontology 118, 305, 306, 307, 308, 309, 325, 330, 401, 402, 441, 485 in addition to other courses approved in the Social Work sequence.			90
<b>ELECTIVES</b> (to bring the total number of credit hours to at least 185 exclusive of Basic Military Science and Physical Education)			
<b>MILITARY SCIENCE REQUIREMENTS FOR CADETS</b>			
Basic Military Science			6
Advanced Military Science			18
<b>BASIC PHYSICAL EDUCATION REQUIREMENTS</b> (See page 157)			
<b>U.S. AND GEORGIA CONSTITUTION REQUIREMENT</b> (See page 65)			
<b>U.S. AND GEORGIA HISTORY REQUIREMENT</b> (See page 65)			

## MINOR IN SOCIAL WORK

Social Work 315, 400, 401, 441 will constitute the minor.

20

### COURSES IN SOCIAL WORK

- S.W. 100. ANTHROPOLOGY — GENERAL. 5 hours**  
Prerequisite: Anthropology 100 or Instructor's Permission. A survey of the science of Anthropology to include Modern Physical Anthropology; a consideration of the origins and evolution of man and the variation of modern man; Archaeology and Cultural Anthropology; the origins and evolution of human societies and cultures and their modern variation.
- S.W. 302. PEOPLES AND CULTURES OF NORTH AMERICA. 5 hours**  
Prerequisite: Anthropology 100 or Instructor's permission. A survey of the cultures of Aboriginal North America. Emphasis will be placed on historical reconstruction and comprehension of the relationship of society and environment. However, attention will be given to the problems of the American Indian as a minority in an alien, industrial society.
- S.W. 401. ADVANCED CULTURAL ANTHROPOLOGY. 5 hours**  
Prerequisite: Anthropology 100 and junior standing. A detailed re-examination of the concepts and methods of cultural anthropology with significant consideration of theoretical foundation and problems.
- POLITICAL SCIENCE:**
- S.W. 101. AMERICAN GOVERNMENT. 5 hours**  
An intensive examination of the Constitution and the three governmental divisions. Emphasis is given to the internal organization and actual work of the various departments of our nation's government. The course includes a study of the national government in relationship to the states.
- S.W. 306. STATE GOVERNMENT. 5 hours**  
An examination of the organization and functions of the state and its political subdivisions. Wherever possible, the state government of Georgia will be studied for illustration purposes.
- S.W. 404. PUBLIC ADMINISTRATION. 5 hours**  
An analysis of the theory, basic principles and practices of public administration in the United States through a study of organization-management, budgeting, personnel, administrative leadership, and the characteristics of modern bureaucracies.
- S.W. 468. CITY AND COUNTY GOVERNMENTS. 5 hours**  
Organization and operation of city and county governments in the United States. Political aspects of these governments and techniques of citizen participation.

**PSYCHOLOGY:**

- S.W. 101. GENERAL PSYCHOLOGY. 5 hours**  
A study of human and animal behavior, including motivation, emotion, learning, individual differences, development of personality and behavior disorders. A general survey of the field of psychology.
- S.W. 220. INTRODUCTION TO STATISTICS FOR THE BEHAVIORAL SCIENCES. 5 hours**  
A study of basic descriptive and inferential statistics with particular emphasis on analysis of various techniques and the fundamentals of research design.
- S.W. 258. PSYCHOLOGY OF ADJUSTMENT. 5 hours**  
A course in mental hygiene, dealing with the appropriate and inappropriate reactions to frustration and stress and the resolution of conflicts, fears and anxieties.
- S.W. 301. CHILD DEVELOPMENT. 5 hours**  
A study of the roles played by maturation and experience in the social, emotional, moral, and physical development of children from the prenatal period to adolescence. Two hours of weekly observation of children in public school required.
- S.W. 302. PSYCHOLOGY OF ADOLESCENCE. 5 hours**  
A study of the physical, social, and cognitive adolescent with emphasis on the problems of transition to adulthood.
- S.W. 315. SOCIAL PSYCHOLOGY. 5 hours**  
A theoretical and empirical study of social relationships and their effects on individuals. Behavior in small group settings will be emphasized.
- S.W. 325. INTRODUCTION TO GERONTOLOGY. 5 hours**  
An interdisciplinary approach to the study of the process of aging.
- S.W. 343. THEORIES OF PERSONALITY. 5 hours**  
A critical evaluation of the major theories of personality and a survey of research on major personality variables comprise this course.
- S.W. 417. MENTAL HYGIENE. 5 hours**  
An advanced course dealing with mental hygiene problems, especially of children and adolescents; problems of different stages of maturation and adjustment in the home, school and play groups; and special needs in case of retardation and delinquency.

- S.W. 420. PSYCHOMETRICS. 5 hours**  
An introduction to theories and practices of psychological measurement. The characteristics and uses of specific maximum and minimum performance assessment devices will be included.
- S.W. 453. ABNORMAL PSYCHOLOGY. 5 hours**  
This course presents various forms of abnormal behavior, with reference material drawn from clinical sources. Emphasis is placed upon the causes and characteristics of abnormal behavior. Current theory will receive special attention.
- SOCIOLOGY:**
- S.W. 100. INTRODUCTION TO SOCIOLOGY. 5 hours**  
The student is introduced to the methods of human associations; the nature of culture, custom, belief, institution, etc., and their roles in the development of society. A prerequisite to all other sociology courses.
- S.W. 205. ADVANCED GENERAL SOCIOLOGY. 5 hours**  
A study of the social order, emphasizing institutions, social classes, collective behavior, social movements, and associations.
- S.W. 225. SOCIAL PROBLEMS 5 hours**  
A study of both general and special problems considered in the social and cultural setting in which they occur. The emphasis is upon the people and their behavior.
- S.W. 301. URBAN SOCIOLOGY. 5 hours**  
A study of the modern city.
- S.W. 302. RACE AND MINORITY GROUPS. 5 hours**  
Patterns of domination and subordination; criteria for differential treatment; techniques of resistance to domination and methods of enforcing subordination. The social problems of discrimination.
- S.W. 303. POPULATION PROBLEMS. 5 hours**  
Population analysis, demographic theory, differentials, population policies, distribution of people.
- S.W. 310. SOCIOLOGICAL THEORY. 5 hours**  
A survey of the major theoretical concepts of major writers in sociology from Comte to the present.
- S.W. 315. THE FIELD OF SOCIAL WORK. 5 hours**  
An introductory course to the various aspects of present-day social work. Considers family and children's services, behavior clinics and case work approach to social problems, the courts, probation and parole, medical, social services, group work, community organization, public assistance and social security.

- S.W. 316. THE FAMILY. 5 hours**  
The American family as a social institution.
- S.W. 320. CRIMINOLOGY. 5 hours**  
A study of the social factors related to criminal behavior; prisons and treatment practices.
- S.W. 321. JUVENILE DELINQUENCY. 5 hours**  
This course emphasizes three areas of the problem of juvenile delinquency: Causation, Treatment and Prevention.
- S.W. 322. PENOLOGY. 5 hours**  
A study of the American prison system. Comparison with the prison system of other nations will be made.
- S.W. 400. SOCIAL WORK PRACTICE: PHILOSOPHY AND APPLICATION. 5 hours**  
Role and function of professional social work practice in dealing with current social welfare problems, historical background, ethical and normative considerations.
- S.W. 401. SOCIAL WORK METHODS. 5 hours**  
A study of the conceptions, functions, and processes of various methods of social work through which the social functioning of individuals, groups, and communities may be enhanced. Emphasis will be on analyzing problem situations, then selecting appropriate goals and strategies of intervention.
- S.W. 441. a, b, c. SOCIAL WORK PRACTICUM. 5, 5, 5 hours**  
Practical experience in a social agency under supervision and approved by the Department.
- S.W. 468. CITY AND COUNTY GOVERNMENT. 5 hours**  
Organization and operation of city and county governments in the United States. Political aspects of these governments and techniques of citizen participation.



# NORTH GEORGIA COLLEGE-PICKENS VOCATIONAL TECHNICAL SCHOOL

## COOPERATIVE PROGRAMS

### ASSOCIATE OF SCIENCE DEGREE IN SECRETARIAL SCIENCE

GENERAL EDUCATION REQUIREMENTS	HOURS CREDIT	SECRETARIAL SCIENCE RELATED COURSES	HOURS CREDIT
English 101 and 102	10	Business Administration 112*	2
Mathematics 101	5	Business Administration 114	2
Political Science 101	5	Business Administration 115	3
Psychology 101	5	Business Administration 118	5
Business Administration 151-152	10	Business Administration 120*	5
		Business Administration 121	5
		Business Administration 122	5
		Business Administration 206	5
		Business Administration 207	5
		Business Administration 210	5
		Business Administration 216	5
		Business Administration 224	5
		Business Administration 362	5

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\*Students presenting high school credit in shorthand and/or typewriting will substitute other approved courses for these courses.

**ELECTIVES:** (to be selected from courses listed in North Georgia College-Pickens Vo-Tech programs and approved by the student's advisor)

**U.S. AND GEORGIA HISTORY REQUIREMENT** (See page 65)

**NOTE:** Business Administration 112, 114, 115, 118, 120, 121, 122, 206, 207, 210, 216, 224 and 362 will be taught by Pickens Area Vocational Technical School under their organizational structure for these courses. All other courses will be taught by North Georgia College.

## ASSOCIATE OF SCIENCE DEGREE IN ACCOUNTING

GENERAL EDUCATION REQUIREMENTS	HOURS CREDIT	ACCOUNTING RELATED COURSES	HOURS CREDIT
English 101 and 102	10	Business Administration 112*	2
Mathematics 101	5	Business Administration 114	2
Political Science 101	5	Business Administration 118	5
Psychology 101	5	Business Administration 119	5
Business Administration 151-152	10	Business Administration 206	5
		Business Administration 207	5
		Business Administration 210	5
		Business Administration 216	5
		Business Administration 362	5
		Business Administration 380	5
		Business Administration 385	5
		Business Administration 425	5
		Business Administration 426	5

\*Students presenting high school credit in typewriting will substitute an approved course for Business Administration 112.

ELECTIVES: (to be selected from courses listed in North Georgia College-Pickens Vo-Tech programs and approved by the student's advisor)

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

NOTE: Business Administration 112, 114, 118, 119, 206, 207, 210, 216, 362 and 425 will be taught by the Pickens Area Vocational Technical School under their organizational structure for these courses. All other courses listed will be taught by North Georgia College.

## ASSOCIATE OF SCIENCE DEGREE IN DATA PROCESSING

GENERAL EDUCATION REQUIREMENTS	HOURS CREDIT	DATA PROCESSING RELATED COURSES	HOURS CREDIT
English 101 and 102	10	Business Administration 118	5
Mathematics 101	5	Business Administration 206	5
Political Science 101	5	Business Administration 207	5
Psychology 101	5	Business Administration 210	5
Business Administration 151-152	10	Business Administration 211	5
		Business Administration 212	5
		Business Administration 213	5
		Business Administration 214	5
		Business Administration 215	5
		Business Administration 216	5
		Business Administration 360	5
		Business Administration 380	5

ELECTIVES: None

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

NOTE: Business Administration 118, 206, 207, 210, 211, 212, 213, 214, 215, and 216 will be taught by the Pickens Area Vocational Technical School under their organizational structure for these courses. All other courses will be taught by North Georgia College.

## ASSOCIATE OF SCIENCE DEGREE IN ELECTRONIC TECHNOLOGY

GENERAL EDUCATION REQUIREMENTS	HOURS CREDIT	ELECTRONICS RELATED COURSES	HOURS CREDIT
English 101 and 102	10	Electronics 111	3
Mathematics 101 and 102	10	Electronics 112-133	10
Political Science 101	5	Electronics 114-115	10
Physics 223	5	Electronics 116	5
Physics 224	5	Electronics 117	2
Physics 225	5	Physics 340	5

ELECTIVES: (Choose one complete option)	20
Electronics 221	5
Electronics 222	5
Electronics 223	5
Electronics 224	5
	—
	20
Electronics 222	5
Electronics 231-232	10
Electronics 233	5
	—
	20
Electronics 241	5
Electronics 242	5
Electronics 243-244	10
	—
	20

U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

NOTE: Physics 340 and Electronics 111, 112, 113, 114, 115, 116, 117 and all of the listed electives will be taught by the Pickens Area Vocational Technical School under their organizational structure for these courses. All other courses will be taught by North Georgia College.

## ASSOCIATE OF SCIENCE DEGREE IN DRAFTING AND DESIGN TECHNOLOGY

GENERAL EDUCATION REQUIREMENTS	HOURS CREDIT	DRAFTING AND DESIGN RELATED COURSES	HOURS CREDIT
English 101 and 102	10	Engineering Drawing 111	5
Mathematics 101 and 102	10	Engineering Drawing 112	5
Political Science 101	5	Engineering Drawing 113	5
Psychology 101	5	Engineering Drawing 114	3
Physics 223	5	Engineering Drawing 115	3
Physics 224	5	Engineering Drafting 211	5
Physics 225	5	Engineering Drafting 212	5
		Engineering Drafting 213	5

ELECTIVES: (Choose one complete option)	14
Civil Drafting 131	3
Architectural Drafting 221	3
Architectural Drafting 223, or	
Architectural Drafting 224	3
Mechanical Drafting 242	5
	<hr/> 14
 Civil Drafting 131	3
Mathematics 215	5
Civil Drafting 232	3
Civil Drafting 234	3
	<hr/> 14
 Mechanical Drafting 141	3
Mechanical Drafting 242	5
Mechanical Drafting 243	3
Mechanical Drafting 244	3
	<hr/> 14

#### U.S. AND GEORGIA HISTORY REQUIREMENT (See page 65)

NOTE: Engineering Drawing 111, 112, 113, 114, 115, Engineering Drafting 211, 212, 213 and all of the listed drafting electives will be taught by the Pickens Area Vocational Technical School under their organizational structure for these courses. All other courses will be taught by North Georgia College.



# **PROGRAM OF DEVELOPMENTAL STUDIES**

## **AIM:**

1. To enable students who, for various reasons are ineligible for admission to the regular college curriculum to develop their basic skills to the point at which they will be able to undertake college work.
2. To give regularly admitted students who are experiencing academic difficulty the opportunity to refurbish and increase the development of their basic skills in the college environment. Such students may resume their place in the regular curriculum without having been forced to drop out of college.

## **ADMISSION REQUIREMENTS**

Graduation from High School or an equivalent completion of CEEB's SAT, and completion of a medical report.

## **GENERAL DESCRIPTION**

The Developmental Skills Program seeks to offer a total program of personal guidance and counseling, together with carefully programmed instruction in the areas of English, Instructional Skills, and Mathematics. The students are evaluated at regular intervals by their academic instructors as to performance, attitude, motivation and other relevant factors. A student may progress at his own speed through the program, and will be permitted a maximum of four quarters, if necessary, to complete the program.

The program is administered by a director, under the supervision of the Dean, with the close cooperation of the Director of Guidance and the individual instructors. The curricula are set up by the relevant departments and are subject to constant evaluation.

## **COUNSELING**

A broad orientation to college life will be given to all students upon enrollment in the Developmental Skills Program. This will be followed by an individual interview with the Director of Guidance. Thereafter the Director will be available for consultation with Developmental Studies students.

The Director of Special Studies will assist each student in planning a course of studies and individual academic counseling will be offered by the academic instructors. Each class hour will be followed by an unstructured hour for all students and instructors involved in the program, during which time individual tutorial help will be given on a need basis.

At least twice during the quarter, Developmental Studies students will participate, in groups of no more than eight, in a "rap" session with the Director of Special Studies. At this session they will be encouraged to comment freely upon all phases of the program.

## **ADDITIONAL SERVICES**

During his stay in the program, each student will be observed and counseled regarding ultimate career and study objectives. In this way many otherwise undecided students will be able, upon emerging from the program, to decide immediately upon an academic major to lead them to their goals. Also, students who do not successfully complete the Developmental Skills Program will be evaluated in terms of their level of educational achievement, and advised concerning those areas where they will best be able to find self-fulfillment in terms of careers.

## **ACADEMIC INSTRUCTION**

### **DEVELOPMENTAL STUDIES 50**

**DEVELOPMENTAL ENGLISH:** This course offers instruction in basic linguistic skills with special emphasis on vocabulary, spelling, elementary grammar, and sentence structure. For those students able to master the skills before the end of the course, there will be individual work on rhetoric, involving the writing of paragraphs in close consultation with the instructor.

### **DEVELOPMENTAL STUDIES 51**

**LEARNING SKILLS:** A course in the improvement of reading and study skills. The main objective is to help the student improve his skills so he can succeed in college work. In the area of reading, major emphasis will be placed on comprehension. Study skills will include planning, using study time effectively, using a textbook, taking notes, preparing for examinations and taking examinations.

## DEVELOPMENTAL STUDIES 52

**DEVELOPMENTAL MATHEMATICS:** Foundations of Mathematics and Fundamentals of Algebra. Covers number systems, fundamental operations, factoring, linear equations, graphs, exponents, radicals, and functional relationships.



**REGENTS, UNIVERSITY OF GEORGIA**  
**224 Washington Street, S.W., Atlanta, Georgia**

<b>District</b>	<b>Regent</b>	<b>Address</b>
State at Large	JESSE HILL JR. ....	Atlanta
State at Large	JOHN A. BELL, JR. ....	Dublin
State at Large	ROY V. HARRIS ....	Augusta
State at Large	WILLIAM S. MORRIS, III ....	Augusta
State at Large	CAREY WILLIAMS.....	Greensboro
First	MRS. HUGH PETERSON, SR. ....	Ailey
Second	JOHN I. SPOONER ....	Donalsonville
Third	JOHN H. ROBINSON, III.....	Americus
Fourth	JOHN R. RICHARDSON ....	Conyers
Fifth	W. LEE BURGE ....	Atlanta
Sixth	DAVID H. TISINGER.....	Carrollton
Seventh	JAMES D. MADDOX ....	Rome
Eighth	CHARLES A. HARRIS ....	Ocilla
Ninth	P. R. SMITH ....	Winder
Tenth	SAM A. WAY, III ....	Hawkinsville

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William S. Morris III.....	<i>Chairman</i>
Charles A. Harris.....	<i>Vice Chairman</i>
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James E. Boyd.....	<i>Vice Chancellor — Academic Development</i>
James L. Carmon.....	<i>Assistant Vice Chancellor — Computing Systems</i>
Frank C. Dunham .....	<i>Vice Chancellor, Construction and Physical Plant</i>
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John W. Hooper .....	<i>Associate Vice Chancellor</i>
Robert M. Joiner.....	<i>Assistant Vice Chancellor — Communications</i>
Howard Jordan, Jr.....	<i>Vice Chancellor — Services</i>
Shealy E. McCoy.....	<i>Vice Chancellor — Fiscal Affairs and Treasurer</i>
Harry H. Murphy Jr.....	<i>Director of Public Information</i>
C. C. Murray .....	<i>Director, Interinstitutional Programs in International Affairs</i>
Henry G. Neal .....	<i>Executive Secretary</i>
Harry B. O'Rear.....	<i>Vice Chancellor — Health Affairs</i>
Haskin R. Pounds .....	<i>Assistant Vice Chancellor</i>



## ADMINISTRATION

### OFFICERS OF ADMINISTRATION

- John H. Owen, President, B.S.A., M.S., Ph.D.  
Hugh I. Shott, II, Dean, A.B., B.S., M.A., Ph.D.  
H. H. Gilbert, Jr., Comptroller, B.C.S.  
Bill B. Woody, Registrar and Director of Admissions, B.S., M.S.  
Thomas W. Dalton, Director of Public Relations, A.B.J., M.A.  
H. Michael Hyams, Jr., Dean of Students, B.S., M.E.  
William D. Bellamy, Director of Guidance, A.B., M.R.E., M.S., Ph.D.  
Paul DeArmond, Assistant Director of Public Relations, B.S., M.J. (in progress)  
Katherine Hinz, Assistant Dean of Students, & Dean of Women, B.S., M.S.  
Charles M. Yager, Director of Development, B.S., M.Ed.  
Larry E. Mitchell Jr., Assistant Director of Development, A.B.J., M.A.  
Harold W. Williams, Director of Student Union, B.S., M.Ed.  
Karl D. White Jr., Counselor of Students, B.A., M.Ed.  
Alan D. Theriault, Assistant Director of Student Union, B.A., M.A.

### FACULTY AND STAFF

Meetings of the faculty are held at least once each quarter.

- BIRDIE E. BELL (1966) ..... *Assistant Professor of Physical Education*  
B.S., Alabama College; M.Ed., University of Arizona.
- GEORGE B. BELDEN (1971) ..... *Assistant Professor of Education*  
B.A., Florida State University; M.S., Florida; Ph.D., Florida State University.
- WILLIAM D. BELLAMY (1964) ..... *Associate Professor of Psychology*  
A.B., Bob Jones University; M.R.E., New Orleans Baptist Theology Seminary; M.S.,  
Ph.D., University of Southern Mississippi.
- ALLAN S. BICKLEY (1962) ..... *Assistant Professor of Physical Education*  
B.S.Ed., M.Ed., University of Georgia.
- JOSEPH A. BIESBROCK (1970) ..... *Assistant Professor of Biology*  
B.S., Utah State University; M.S., University of Georgia; Ph.D., University of  
Georgia.
- MARY LINDA BROWN (1972) ..... *Assistant Professor of Social Science*  
B.S., Mississippi State College for Women; M.S., University of Florida.
- ROBERT G. BURSEY (1968) ..... *Assistant Professor of Biology*  
B.S., North Georgia College; M.S., Medical College of Georgia; further study,  
Oregon State University. Ph.D., Clemson.
- MAC A. CALLAHAM (1963) ..... *Professor of Biology*  
B.S., University of Georgia; M.A. Ed.S., Peabody College; Ph.D., University of  
Georgia.

- TERESA V. CAREY (1972) ..... *Instructor in Library Science*  
B.A., Dunbarton College; M.Ln., Emory University.
- WALTER J. CARPENTER (1951) ..... *Associate Professor of Mathematics*  
B.S., Western Carolina College; M.A., University of North Carolina; further study,  
University of North Carolina, University of Georgia, and Vanderbilt University.
- LINDA KAY CARUTHERS (1968) ..... *Assistant Professor of Physical Education*  
B.S., Tennessee Technological University; M.A., University of Tennessee.
- VADA K. COLBERT (1972) ..... *Assistant Professor of Education*  
B.A., University of Arkansas; M.A., Ph.D., University of Alabama.
- JIM G. COONE (1968) ..... *Associate Professor of Psychology*  
A.B., Carson-Newman College; M.S. and Ph.D., University of Georgia.
- WINSLOW G. CRANNELL (1971) ..... *Instructor in Art*  
A.A., Manatee Junior College; B.A., Florida State University; M.F.A., Florida State  
University.
- JOHN F. CSOMOR (1967) ..... *Assistant Professor of Social Science*  
B.S., M.A., Indiana University; further study, George Williams College and Purdue  
University.
- THOMAS W. DALTON (1970) ..... *Assistant Professor of Journalism*  
A.B.J., M.A., University of Georgia.
- THOMAS C. DAVIS (1964) ..... *Professor of Chemistry*  
B.S., North Georgia College; Ph.D., Florida State University; further study, National  
Science Foundation Summer Institute of Emory University.
- H. LAWRENCE DENNIS (1968) ..... *Assistant Professor of Business Administration*  
B.S., Newberry College; CPA, State of South Carolina; M.S., University of South  
Carolina.
- \*JUDDSON A. DEWAR (1968) ..... *Instructor in Social Science*  
B.S., Georgia Institute of Technology; M.A., Georgia State College.
- PAUL G. DOBSON (1972) ..... *Professor of Social Science*  
B.A., Brooklyn College; Ph.D., New York University.
- JAMES W. DOBYNS, MAJOR, ARMOR (1973) ..... *Assistant Professor of Military Science*  
B.S., University of Tennessee at Knoxville; M.A., East Tennessee State College.
- ERNEST ELDER, JR. (1967) ..... *Assistant Professor of Mathematics*  
B.S., University of Georgia; B.S., M.S., Georgia Institute of Technology; further  
study, Florida State University.
- ALLEN R. ELLINGTON (1964) ..... *Associate Professor of Business Administration*  
B.S., M.A., Appalachian State College; further study, Appalachian State College;  
and Ph.D., University of Georgia.
- WILLIAM E. ENSLEY (1971) ..... *Assistant Professor of Physical Education*  
B.S., University of Georgia; M.E., University of Georgia.

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\*On leave 1973-1974

- JAMES M. EWING, JR. (1971) ..... *Associate Professor of English*  
B.A., University of Mississippi; M.A., University of Mississippi; Ph.D., University of Southern Mississippi.
- ELSA ANN GAINES (1967) ..... *Assistant Professor of English*  
A.B., Mercer University; M.A.T., Duke University.
- ALBERT D. GRAUER (1971) ..... *Assistant Professor of Physics*  
B.S., Concordia Teachers College; Ph.D., North Carolina State University.
- LYMAN L. HAMMOND (1966) ..... *Assistant Professor of Music*  
B.M., M.M.Ed., Florida State University; further study, Florida State University.
- JIMMY V. HARDEGREE, Captain, FA (1972) ..... *Assistant Professor of Military Science*  
B.S., North Georgia College.
- ORVIL R. HAUSE (1950) ..... *Assistant Professor of Physical Education*  
B.S., M.A., University of Alabama; further study, University of Alabama and Peabody College.
- MARY E. HOOD (1947) ..... *Assistant Librarian and Assistant Professor of Library Science*  
A.B., Piedmont College; B.S. in L.S., M.A. in L.S., Peabody College.
- CECIL L. JACKSON (1967) ..... *Professor of Psychology*  
A.B., Mercer University; M.A., Ph.D., University of Georgia.
- WILLIAM L. JOHNSON, Major, Artillery (1973) ..... *Assistant Professor of Military Science*  
A.B., Florence State College; Ph.D., Vanderbilt University.
- JAMES C. KIDD (1953) ..... *Associate Professor of Social Science*  
A.B., Erskine College; M.A., University of North Carolina; further study, University of South Carolina, University of Georgia, Tulane University, and East Tennessee State University.
- DONALD E. KINKAID (1965) ..... *Associate Professor of Physics*  
B.S., M.S., Clemson University; Ph.D., Clemson University.
- GUY V. LAIL (1960) ..... *Associate Professor of English*  
B.S., M.A., Appalachian State College; further study, Appalachian State College, and University of Maine.
- WILLIAM G. LEGER (1964) ..... *Professor of Social Science*  
B.S., Union College; M.A., Ph.D., University of Kentucky.
- PAULA MATTHEWS (1973) ..... *Assistant Professor of Social Work*  
B.S., University of Florida; M.A., University of S.C.
- PAUL E. McCLURE (1969) ..... *Assistant Professor of English*  
A.B., Berry College; M.Ed., Georgia Southern College; further study, University of Georgia.
- EVA McGAHEE (1965) ..... *Assistant Professor of Home Economics*  
B.S.H.E., Berry College; M.Ed., University of Georgia; further study, University of Iowa and University of Tennessee.
- LARRY E. MITCHELL (1970) ..... *Assistant Professor of Cont. Ed.*  
A.B.J., M.A., University of Georgia.

- HARRY G. MOORE (1963).....*Assistant Professor of Mathematics*  
B.S., United States Naval Academy; M.A., Duke University.
- JOE H. MORGAN (1971)..... *Instructor of Speech and Drama*  
A.B., University of Tennessee at Chattanooga; M.F.A., University of Georgia.
- HULON MURRAY (1968)..... *Assistant Professor of Modern Languages*  
A.B., M.A., University of Alabama; further study, University of Georgia.
- RICHARD M. NEGLEY (1957).....*Assistant Professor of Mathematics*  
B.S., Western Illinois State College; M.S., Florida State University; M.S., University of Illinois.
- DWIGHT REUEL NORRIS (1970)..... *Assistant Professor of Business Administration*  
B.S., Valdosta State College; M.B.A., University of Georgia.
- CHARLES S. NOBEL (1971).....*Assistant Professor of Psychology*  
B.A., Hanover College; M.S., University of Georgia; Ph.D., University of Georgia.
- W. GUY OLIVER (1964).....*Professor of Modern Languages*  
B.A., B.D., University of Manchester; Ph.D., Hebrew Union College; further study, University of Nevada.
- MICHAEL M. O'NEAL (1971)..... *Assistant Professor of Music*  
B.M.E., Murray State University; M.M.E., Murray State University.
- JOHN H. OWEN (1970).....*Professor of Biology*  
B.S.A., University of Florida; M.S., Ph.D., University of Wisconsin.
- ROBERT L. OWENS (1965)..... *Associate Professor of Art*  
B.F.A., M.F.A., University of Georgia.
- DAVE PANDRES, JR. (1971).....*Assistant Professor of Mathematics*  
B.S., University of Texas; M.A., University of Texas; Ph.D., University of Texas.
- GORDON L. PARKS (1970).....*Assistant Professor of Physics*  
B.S., North Georgia College; M.S. and Ph.D., Clemson University.
- JOHN F. PEARCE (1970)..... *Fuller E. Callaway Professor of Economics*  
B.S., Furman University; M.A., University of Pennsylvania; Ph.D., University of Alabama; C.L.U., American College of Life Underwriters.
- JAMES R. PIERCE, Lt. Colonel (1972).....*Assistant Professor of Military Science*  
A.B., North Georgia College; M.S., University of South Alabama.
- WILLIAM M. POLEN (1971)..... *Assistant Professor in Business Administration*  
B.S., Georgia Institute of Technology; M.B.A., Georgia State University; further study, Georgia State University.
- JOHN E. RABER (1971)..... *Assistant Professor of Physical Education*  
B.S., Lock Haven State College; M.S., Bucknell University; Ed.D., University of Georgia.
- RAY C. RENSI (1966).....*Associate Professor of Social Science*  
A.B., Milligan College; M.A., East Tennessee State University; Ph.D., University of Georgia.

- THOMAS W. RICHARDSON (1971) ..... *Assistant Professor of Chemistry*  
B.S., University of Texas at Austin; M.A., University of Texas at Austin; Ph.D.,  
University of Florida.
- WILLIAM P. ROBERTS (1949) ..... *Professor of Social Science*  
A.B., Emory University; M.A., Ph.D., University of North Carolina; further study,  
Tunghai University.
- WILLIAM G. ROUGHEAD (1966) ..... *Professor of Mathematics*  
B.S., M.S.Ed., Illinois State University; M.A., University of Illinois; Ph.D., Florida  
State University.
- ROBERT G. SABA (1972) ..... *Assistant Professor of Education*  
B.S., College of Santa Fe; M.Ed., Louisiana State University; Ph.D., University of  
Southern Mississippi.
- CHRISTOPHER S. SHARP (1971) ..... *Professor of Education*  
B.A., Wofford College; M.E., University of North Carolina; Ph.D., University of  
South Carolina.
- HUGH I. SHOTT II (1966) ..... *Professor of English*  
A.B., West Virginia University; B.S., Concord College; M.A., University of Virginia;  
Ph.D., University of Denver.
- JOHN T. SIMPSON, JR. (1953) ..... *Associate Professor of English*  
B.S., Mississippi State College; M.A., Peabody College; further study, Peabody  
College and Columbia University.
- ALLEN Q. SMITH (1972) ..... *Assistant Professor of English*  
B.A., M.A., University of Iowa; Ph.D., University of Georgia (in progress).
- FRANK M. SMITH (1955) ..... *Professor of Social Science*  
A.B., University of Georgia; M.A., Ph.D., University of North Carolina.
- HARRY V. SMITH, Major, Infantry (1970) ..... *Assistant Professor of Military Science*  
B.S., North Georgia College.
- LAWRENCE J. SOROHAN (1972) ..... *Assistant Professor of Education*  
B.S.Ed., University of Dayton; M.Ed., Ph.D., Ohio University.
- DAVID L. SPEARMAN, Major, Quartermaster Corps (1971) ..... *Assistant Professor  
of Military Science*  
B.S., Clemson University; M.S., Georgia Institute of Technology.
- SARA J. STEELE (1971) ..... *Assistant Professor of Psychology*  
B.S., North Georgia College; M.S., University of Georgia.
- BARBARA STEVENS (1972) ..... *Assistant Professor of Education*  
B.S., Atlantic Christian College; M.Ed., University of North Carolina; Ph.D., Duke  
University.
- JANET SWANBECK (1973) ..... *Instructor in Library Science*  
B.S., Goucher College; M.Ln., Emory University.
- RONALD G. SYKORA (1967) ..... *Assistant Professor of Business Administration*  
A.B., M.B.A., University of South Florida; further study, Mississippi State  
University.

- HAROLD A. TERRELL, Colonel, Artillery (1970) ..... *Professor of Military Science*  
B.S., U.S., Military Academy; M.S., George Washington University; M.S., Georgia  
Institute of Technology.
- FRED B. THOMPSON, Major, Military Intelligence (1973) ..... *Assistant Professor*  
*of Military Science*  
B.S., North Georgia College; M.A., University of Maryland.
- DAVID O. TREADWELL, Major, Infantry (1972) ..... *Assistant Professor of Military Science*  
B.S., U.S. Military Academy; M.S., Auburn University.
- RICHARD P. TROGDON (1963) ..... *Professor of Biology*  
B.S., M.S., University of Florida; Ph.D., University of Tennessee.
- GEORGE S. VINEY, Captain, Infantry (1973) ..... *Assistant Professor of Military Science*  
B.S., U.S. Military Academy.
- LINDA WHEAT (1973) ..... *Assistant Professor of Modern Languages*  
B.A., University of Chattanooga; Ph.D., Vanderbilt University.
- MARION C. WICHT (1950) ..... *Professor of Mathematics*  
B.S., Mississippi Southern College; M.A., Vanderbilt University; Ph.D., Alabama  
Polytechnic Institute.
- EUGENE E. WIGGINS (1969) ..... *Professor of English*  
A.B., University of Chattanooga; M.A., Ph.D., Vanderbilt University.
- BILL B. WOODY (1964) ..... *Assistant Professor of Biology*  
B.S., University of Georgia; M.S., University of Tennessee; further study, Emory  
University and University of Georgia.
- JOHN B. WOOLFOLK (1970) ..... *Assistant Professor of Chemistry*  
B.S., M.S., Auburn University; further study, Auburn University.
- CHARLES M. YAEGER (1941) ..... *Professor of Physics*  
B.S. in M.E., University of Maryland; M.Ed., Duke University; further study,  
University of Wisconsin, Oak Ridge Institute of Nuclear Studies, Manhattan  
College, and Southern Methodist University.

## STAFF

- Aaron, Capt. Monroe E. .... *Tactical Officer*
- Bickley, Mrs. Barbara ..... *Secretary to Director of Development*
- Black, Miss Loretta ..... *Secretary to Dean of Women*
- Caldwell, Mrs. Frankie ..... *Secretary to the Director of Procurement*
- Caldwell, Mrs. Glenda ..... *Secretary to Director of Guidance*
- Caldwell, Mrs. Linda ..... *Secretary to Comptroller*
- Conner, Mrs. Lorene ..... *Secretary, Social Work*
- Conner, Mr. Robert ..... *Manager, College Bookstore*

Cosens, Mrs. Nell.....	<i>Data Processing Assistant</i>
Dobbs, Miss Valentine .....	<i>Assistant Librarian</i>
Dockery, Mr. Doyle .....	<i>Postmaster</i>
Dockery, Mrs. Linda.....	<i>Secretary to Director of Plant Operations</i>
Duvall, Mrs. Mary.....	<i>Nurse</i>
Dyer, Mrs. Carolyn .....	<i>Secretary, Department of Public Relations</i>
Dyer, Mr. Larry .....	<i>Equipment Manager, P.E. Department</i>
Edge, Mrs. Marion .....	<i>Secretary, Dunlap Hall</i>
Ensley, Mrs. Jeanette.....	<i>Secretary, NGC Foundation</i>
Fortner, Mrs. Reba.....	<i>Secretary to Director of Public Relations</i>
Freeman, Mrs. Doris H.....	<i>Secretary to President</i>
Gesseman, Mrs. Sarah.....	<i>Nurse</i>
Gilleland, Mrs. Alda .....	<i>Bookkeeper</i>
Grizzle, Mrs. Beverly.....	<i>Secretary, Registrar's Office</i>
Hampton, Mrs. Jane L.....	<i>Secretary/Insurance Clerk</i>
Holland, Mrs. Katherine .....	<i>Assistant Dietitian</i>
Horning, Mr. Clyde H.....	<i>Director of Security</i>
Hulsey, Mr. W. Arnold .....	<i>Director of Student Aid</i>
Johnson, Ms. Susan .....	<i>Laboratory Assistant</i>
Jones, Mrs. Brandel .....	<i>Secretary, Education Department</i>
Kanady, Mrs. Myra .....	<i>Nurse</i>
Langdon, Mrs. Shirley .....	<i>Secretary to the Dean</i>
Lunsford, Mrs. Judy.....	<i>Secretary to Dean of Students</i>
McDaniel, Mr. Roy.....	<i>Director of Procurement</i>
Mulkey, Mrs. Patricia.....	<i>Secretary, Registrar's Office</i>
Nayne, Miss Delores.....	<i>Secretary to Commandant</i>
Natton, Mrs. Yvonne .....	<i>Assistant Dietitian</i>
Phillips, Mrs. Gail .....	<i>Library Assistant</i>
Phillips, Mrs. Kathryn.....	<i>Secretary to PMS</i>
Phillips, Mr. J. W. ....	<i>Assistant Comptroller</i>
Moore, Mrs. Joyce .....	<i>Secretary, Dunlap Hall</i>
Price, Mr. William .....	<i>Tactical Officer</i>

Ragan, Mrs. Fannie Belle .....	<i>Library, Audio-Visual Clerk</i>
Ridley, Mrs. Loudean .....	<i>Secretary, Modern Language</i>
Sanders, Mr. J. H. ....	<i>Director of Plant Operations</i>
Smith, Mrs. Iris .....	<i>Secretary, Bookstore</i>
Stancil, Mrs. Joyce .....	<i>Secretary, Library</i>
Stephens, Mr. Emory .....	<i>Office Manager and Accountant</i>
Stowers, Mrs. Virginia .....	<i>Secretary to Assistant Comptroller &amp; Director of Student Aid</i>
Tompkins, Mrs. Martha .....	<i>Assistant Registrar</i>
Tow, Mrs. Rosalie .....	<i>Library Cataloging Assistant</i>
Watson, Mrs. Anne .....	<i>Supervisor of Food Services</i>
West, Mrs. Wilma L. ....	<i>Secretary, Military Department</i>
White, Mrs. Trudy .....	<i>Secretary to Registrar</i>
Wimpy, Miss Patsy .....	<i>Cashier, Comptroller's Office</i>
Woodard, Mrs. Rollene .....	<i>Secretary, Dunlap Hall</i>
Woodward, Dr. James .....	<i>Supervisor of Health Services</i>



## COMMITTEES

### OFFICERS AND COMMITTEES OF THE FACULTY AND STAFF

The President and Dean are ex officio members of all committees.

#### OFFICERS

John H. Owen, Chairman

Hugh I. Shott, Vice Chairman

#### COMMITTEES

ACADEMIC ACTIVITIES — Shott (Chairman), Davis, Dennis, Dobson, Ensley, Jackson, Kinkaid, Lail, Oliver, Owens, Sharp, Terrell, Trogdon, Wicht, Woody (Ex Officio).

ADMISSIONS — Woody (Chairman), Bellamy, Callaham, Ellington, Lail, Yager.

ACADEMIC REVIEW — Shott (Chairman), Bellamy, Grauer, Tompkins, Woody.

ATHLETICS — Dalton, Dennis, Ensley, Jackson, Negley, Trogdon, a student representative.

DISCIPLINE — Moore, Parks, Raber, Stevens, President of Student Government Association, two student representatives.

FACULTY EXECUTIVE COMMITTEE — Lail (Chairman), Callaham, Oliver, Pearce, Smith, Sorohan.

HEALTH — Gilbert (Chairman), Duvall, Ensley, Hinz, Hyams, McClure, Phillips, Richardson, Woodward, a student representative.

LIBRARY — Biesbrock, Elder, Gaines, Hood, Murray, Noble, Norris, Owens, Parks, Pearce, Roberts, Sorohan, Treadwell, Woolfolk, a student representative, Clark (Ex Officio).

MILITARY — Chester, Csomor, Hyams, Moore, Pierce, Terrell, Cadet Brigade Commander.

PUBLICATIONS — Crannell, Dalton, Ewing, Mitchell, a student representative, Editor of the Cadet Bugler, Sponsor of the Cadet Bugler, Editor of the Cyclops, Sponsor of the Cyclops.

STUDENT ACTIVITIES AND ORGANIZATIONS — Hinz, Hyams, O'Neal, Simpson, Steele, Terrell, White, Williams, Vice President of the Student Government Association, President of the College Union Board.

STUDENT AID — Bellamy, Brown, Gilbert, Hulse, Hyams, Rensi, Shott.

TEACHER EDUCATION — Sharp (Chairman), Belden, Callaham, Ellington, Jackson, Kinkaid, Lail, Murray, Roughhead, Smith, Stevens, Woolfolk, a student representative.

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No person shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity conducted by North Georgia College.



# **Here is your NORTH GEORGIA COLLEGE ENROLLMENT KIT**

1. Fill out your Application, attach a recent photograph, enclose your Application Fee of \$10.00 and forward to Director of Admissions, North Georgia College, Dahlonega, Ga. 30533.
2. Request your Principal or Counselor to mail to the Director of Admissions a copy of your Transcript and official SAT Scores. Transfer students should have their Registrar forward an official transcript.
3. Complete the Medical Form, have your physician complete his report, and mail it to the Director of Admissions, North Georgia College.

# SCHOLASTIC CERTIFICATE

To The Principal or Counselor:

Please rank this student and forward this certificate and a current transcript of his work to The Director of Admissions, North Georgia College, Dahlonega, Georgia 30533.

STUDENT'S NAME

Please check the following information as it applies to this applicant:

Applicant ranks ☐ exactly ☐ approximately \_\_\_\_\_ place in a graduating class of \_\_\_\_\_ student.

What is your estimate of this applicant's future success in college?

☐ Superior ☐ Above Average ☐ Average ☐ May have some difficulty ☐ Little success.

What is your personal recommendation regarding this applicant?

☐ Recommended for North Georgia College ☐ Not recommended for North Georgia College ☐ Prefer not to make a recommendation.

Please state specifically whether or not there is a reasonable expectation this student will have a successful college career. We will appreciate any confidential statement concerning this applicant's character, home, or other influences, or weaknesses, as well as elements of strength which will be of value to the Dean in his capacity as official adviser.

Date                      High School

Signature

Title

Address (include zip code)

*Please mail with a current transcript to Director of Admissions, North Georgia College,  
Dahlonega, Georgia 30533*



ATTACH  
SMALL  
PHOTO

**APPLICATION FOR ADMISSION**  
to  
**NORTH GEORGIA COLLEGE**  
Dahlonega, Georgia 30533

Do not write in this space

1. No. \_\_\_\_\_
2. Co. \_\_\_\_\_
3. St. \_\_\_\_\_
4. R. \_\_\_\_\_
5. H.S. \_\_\_\_\_
6. Cl. \_\_\_\_\_

**INSTRUCTIONS.**

Application for admission must be submitted at least 20 days before the date of registration. A fee of \$10.00 is charged students making application for admission to the college for the first time. This fee is not refundable and does not apply toward matriculation fees. Make check payable to North Georgia College. Submit application and fee to the Director of Admissions, North Georgia College, Dahlonega, Georgia 30533

Application is for the Summer Quarter ☐ Fall Quarter ☐ Winter Quarter ☐ Spring Quarter ☐ of \_\_\_\_\_

Security Number: \_\_\_\_\_ Application Date: \_\_\_\_\_

Legal Name: \_\_\_\_\_  
(Last Name) (First) (Middle/Maiden)

Permanent Address of Student: \_\_\_\_\_  
(Street or Box #) (City)

(State) (Zip Code) (Home Phone Number)

Date: \_\_\_\_\_ Sex: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Race: \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_ Resident of Georgia: \_\_\_\_\_ If "Yes", how long? \_\_\_\_\_  
(Yes) (No)

Religious Preference: \_\_\_\_\_ Marital Status: Single ☐ Married ☐ Other ☐ Explain: \_\_\_\_\_

Have you ever applied to North Georgia College before? \_\_\_\_\_ If "Yes", when? \_\_\_\_\_  
(Yes) (No)

Have you ever attended North Georgia College before? \_\_\_\_\_ If "Yes", when? \_\_\_\_\_  
(Yes) (No)

Have you ever attended any other college? \_\_\_\_\_ Academic Status: Good Standing ☐  
(Yes) (No)

☐ Explain \_\_\_\_\_

Indicate the degree program you plan to pursue: Four Year ( ) Two Year Associate ( )  
Have decided on a major course of study, please indicate what it is \_\_\_\_\_

Students are required to room in dormitories  
if they live with their own families or close  
relatives within commuting distance of the college.

Do you want to room in a dormitory? \_\_\_\_\_

Do you want to commute? \_\_\_\_\_

For Men Who Are Commuting:  
Participation in the Military Program is required  
for men living in the dormitories. The program  
is optional for commuters.)

Do you want to participate in the Military  
Program of the college? \_\_\_\_\_  
(Yes) (No)

Name of school now attending \_\_\_\_\_

School Address \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Date you expect to graduate or graduated from high school: \_\_\_\_\_  
(Month) (Year)

List other high schools, preparatory schools, and colleges you have attended.

NAME OF SCHOOL	CITY AND STATE	DATES ATTENDED	DATE GRADUATED
_____	_____	19____ to 19____	_____
_____	_____	19____ to 19____	_____
_____	_____	19____ to 19____	_____

If you are now in high school list the courses you are taking, have taken, and will take this year. If any of these courses are carry less than a full unit of credit, please indicate amount of credit.

Date you took the SAT-CEEB Test: \_\_\_\_\_ Expect to take SAT-CEEB Test: \_\_\_\_\_  
(Month) (Year) (Month) (Year)

Have you ever served in the Armed Forces? \_\_\_\_\_, Dates, Branch \_\_\_\_\_, Type Discharge: \_\_\_\_\_

**FAMILY DATA:** If you are *married*, provide the following information concerning husband/wife.

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_  
(First) (Middle Initial) (Last)

Address: (If different from yours) \_\_\_\_\_  
(Street) (City) (State) (Zip Code) (County)  
(Ga. Residents only)

*Unmarried Applicants* provide information concerning both parents. Please indicate which is guardian.

Father's Name: \_\_\_\_\_ Occupation: \_\_\_\_\_  
(First) (Middle Initial) (Last)

Address: (If different from yours) \_\_\_\_\_  
(Street) (City) (State) (Zip Code) (County)  
(Ga. Residents only)

Mother's Name: \_\_\_\_\_ Occupation: \_\_\_\_\_  
(First) (Middle Initial) (Last)

Address: (If different from yours) \_\_\_\_\_  
(Street) (City) (State) (Zip Code) (County)  
(Ga. Residents only)

If any of your immediate family have attended North Georgia College, provide the following information:

NAME: \_\_\_\_\_ Relationship: \_\_\_\_\_  
\_\_\_\_\_

Have you ever been suspended or expelled from a school or college for disciplinary reasons? \_\_\_\_\_  
If the answer is "Yes", attach an explanation. (Yes) (No)

Have you ever been arrested? \_\_\_\_\_  
If the answer is "Yes", attach an explanation. (Yes) (No)

I certify that the information given on this application is complete and accurate. I understand that falsifying or withholding any part of this information may result in cancellation of admission and/or registration.

\_\_\_\_\_  
(Signature of Student)

# NORTH GEORGIA COLLEGE — MEDICAL REPORT

The Medical History Section of this report should be filled out by the applicant. The physician should complete the examination and return the form to the college. All questions must be answered. Positive answers in Section A, "Disease History", should be evaluated by the physician.

Check one ( ) Dorm Student  
( ) Commuting Student

Name \_\_\_\_\_  
(Last) (First) (Middle)

Home Address \_\_\_\_\_ Home Telephone \_\_\_\_\_  
\_\_\_\_\_  
(City) (State) (Zip Code)

Date of Exam \_\_\_\_\_ Sex \_\_\_\_\_ Marital Status \_\_\_\_\_ Date of Birth \_\_\_\_\_

Section A: "Disease History" — Have you had or do you now have.

YES	NO	CURED OR CORRECTED		YES	NO	CURED OR CORRECTED	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scarlet Fever	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Skin Disease
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diphtheria	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Asthma — If "Yes", date of
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rheumatic Fever				last attack _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Measles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Malaria
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mumps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Joint Trouble
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pneumonia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ear, Nose, or Throat Trouble
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Epilepsy				Circle (Acute, Chronic)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Polio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allergies
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tuberculosis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reaction to Drugs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Whooping Cough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appendicitis
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sinus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Piles or Rectal Disease
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stomach, Liver or	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	V.D., Syphilis, Gonorrhea
			Intestinal Disease, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Foot Trouble
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hernia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trick Knee, etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nervous Disorder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Arthritis
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kidney Disease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Meningitis
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sugar or Albumin in Urine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Typhoid Fever

Have you ever been Hospitalized? \_\_\_\_\_ If "Yes", when, where, and why? \_\_\_\_\_  
Yes No

Have you ever received psychiatric treatment? \_\_\_\_\_ If "Yes", when, where, and why? \_\_\_\_\_  
Yes No

Blood Type \_\_\_\_\_ RH Factor \_\_\_\_\_ (If Known)

Signature of Applicant: \_\_\_\_\_

Form 3425-R on Reverse Side  
Must be Completed on All  
Male or Female Students Enrolling in ROTC

Section B. Physical Examination

Height \_\_\_\_\_ Weight \_\_\_\_\_ Posture \_\_\_\_\_

Pulse: Sitting \_\_\_\_\_ Immediately after exercise \_\_\_\_\_ 2 min. after exercise \_\_\_\_\_

Blood Pressure \_\_\_\_\_ Throat \_\_\_\_\_ Tonsils \_\_\_\_\_ Teeth \_\_\_\_\_ Glandular \_\_\_\_\_

Lungs \_\_\_\_\_ Heart \_\_\_\_\_ Abdomen (pains, scars, masses, etc.) \_\_\_\_\_

Genito-Urinary System \_\_\_\_\_ Hemorrhoids \_\_\_\_\_ Hernia \_\_\_\_\_

Congenital Anomalies \_\_\_\_\_ Skeletal System \_\_\_\_\_ Varicosities \_\_\_\_\_

Urine: Sp. Gr. \_\_\_\_\_ Sugar \_\_\_\_\_ Albumin \_\_\_\_\_

Serology (If indicated) \_\_\_\_\_ Menstrual difficulty (For Women) \_\_\_\_\_

Vision: Right 20/ \_\_\_\_\_ Left 20/ \_\_\_\_\_ Corrected: Right 20/ \_\_\_\_\_ Left 20/ \_\_\_\_\_

Color Vision (Able to Distinguish bright red and bright green) ( ) Yes ( ) No Hearing \_\_\_\_\_

Evaluation of Section A (History): \_\_\_\_\_

Psychiatric History, (if any) \_\_\_\_\_

Recommendations (if any) \_\_\_\_\_

IMMUNIZATIONS AND BOOSTERS DATE (YEAR)

Smallpox \_\_\_\_\_ Diphtheria \_\_\_\_\_ Tetanus \_\_\_\_\_ Typhoid \_\_\_\_\_ Polio \_\_\_\_\_

Physical Classification ( ) A — Qualified for unrestricted exercise; ( ) B — restricted exercise; ( ) avoid all physical exercise

Reason, if other than "A" \_\_\_\_\_

(Physical Education is required of all students unless physically disqualified.)

(Participation in the Military Program is required of all men living in the dormitories. The program is optional for commuters.)

If student is not now qualified for ROTC, could he possibly qualify later? \_\_\_\_\_

(Yes) (No)

Examining Physician (Please Print) \_\_\_\_\_

Signature \_\_\_\_\_

Address of Physician \_\_\_\_\_

FOR STUDENTS EXPECTING TO ENROLL IN ARMY ROTC

<p>MEDICAL FITNESS STATEMENT FOR ENROLLMENT IN BASIC COURSE, SENIOR ROTC For use of this form, see AR 145-1, the proponent agency is the Adjutant General's Office.</p>	<p>DATE</p>
<p>I HAVE EXAMINED _____ AND FIND NO (First Name — Middle Initial — Last Name) MEDICAL CONDITION OR PHYSICAL IMPAIRMENT THAT PRELUDES HIS OR HER PARTICIPATION IN THE BASIC COURSE, ARMY ROTC, A PROGRAM NOT MORE PHYSICALLY STRENUOUS THAN A NORMAL COLLEGE PHYSICAL EDUCATION PROGRAM.</p>	
<p>SIGNATURE OF PHYSICIAN</p>	

# NORTH GEORGIA COLLEGE ACTIVITIES REPORT

(Do not attach this sheet to any  
other parts of the application.)

PLEASE PRINT

NAME (Mr. or Miss) \_\_\_\_\_

(Last)

(First)

(Middle)

Address \_\_\_\_\_

(Town)

(State)

(Zip Code)

Please check the following items and indicate your experience in the activities listed.

Band \_\_\_\_\_ No. of years \_\_\_\_\_ Instrument \_\_\_\_\_

Orchestra \_\_\_\_\_ No. of years \_\_\_\_\_ Instrument \_\_\_\_\_

Chorus \_\_\_\_\_ No. of years \_\_\_\_\_ Voice Part \_\_\_\_\_

Others (Piano, drum major, etc.) \_\_\_\_\_

High School or college Military Training \_\_\_\_\_ No. of years completed \_\_\_\_\_

Highest rank held \_\_\_\_\_ Where? \_\_\_\_\_

Rifle Marksmanship \_\_\_\_\_ Debate \_\_\_\_\_ Dramatics \_\_\_\_\_

Do you have any experience with high school or college publications \_\_\_\_\_

Athletics: \_\_\_\_\_

Baseball \_\_\_\_\_ No. of Years \_\_\_\_\_ Position \_\_\_\_\_ Awards \_\_\_\_\_

Tennis \_\_\_\_\_ No. of years \_\_\_\_\_ Awards \_\_\_\_\_

Basketball \_\_\_\_\_ No. of years \_\_\_\_\_ Awards \_\_\_\_\_

Others \_\_\_\_\_

## FINANCIAL AID APPLICATION

If you will need financial assistance, please complete the following:

Name \_\_\_\_\_

(Last)

(First)

(Middle)

Address \_\_\_\_\_

(City)

(State)

(Zip Code)

Quarter Entering: ☐ Summer ☐ Fall ☐ Winter ☐ Spring Year \_\_\_\_\_

Do you expect to enter as a transfer student? \_\_\_\_\_

(Yes)

(No)

Are you a resident of Georgia? \_\_\_\_\_ If yes, how long? \_\_\_\_\_

Do you want to room in a dormitory? \_\_\_\_\_ Commute? \_\_\_\_\_

DO NOT WRITE IN THIS SPACE

Office use only

V \_\_\_\_\_ C \_\_\_\_\_

M \_\_\_\_\_ D \_\_\_\_\_

HSA \_\_\_\_\_ WL \_\_\_\_\_

PFAG \_\_\_\_\_ SC \_\_\_\_\_



